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# **Consolidated Annual Performance and Evaluation Report for the year 2003**

**A summary and evaluation of how the King County Consortium used its federal housing and community development funds in 2003 to help carry out the goals and objectives identified in its Consolidated Housing and Community Development Plan for 2000-2003.**

March 31, 2004

**Submitted to:**

U.S. Department of Housing and Urban Development  
Office of Community Planning and Development  
909 First Avenue, Suite 200  
Seattle, Washington 98104

**Submitted by:**

King County Housing and Community Development Program  
Community Services Division, Department of Community and Human Services  
Exchange Building, 821 Second Avenue, Suite 500  
Seattle, Washington 98104



### ***The King County Consortium 2003***

The King County Consortium is an interjurisdictional partnership of King County and the cities of Algona, Auburn, Beaux Arts, Bellevue, Black Diamond, Bothell, Burien, Carnation, Clyde Hill, Covington, Des Moines, Duvall, Enumclaw, Federal Way, Issaquah, Hunts Point, Kenmore, Kent, Kirkland, Lake Forest Park, Maple Valley, Mercer Island, Newcastle, North Bend, Pacific, Redmond, Renton, , SeaTac, Shoreline, Skykomish, Snoqualmie, Tukwila, Woodinville, and Yarrow Point.

### **Ron Sims, King County Executive**

#### ***Joint Recommendations Committee 2003 (governance body of the Consortium)***

The Honorable Ava Frisinger, Mayor, City of Issaquah, Chair  
The Honorable Howard Botts, Mayor, City of Black Diamond  
The Honorable Tim Goddard, Mayor, City of Covington, Alternate  
Councilmember Robert Patterson, City of Carnation, Alternate  
Councilmember Terry Anderson, City of SeaTac  
Councilmember Rich Gustafson, City of Shoreline  
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upon request.**



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# I. Introduction

## **Purpose of the Consolidated Annual Performance and Evaluation Report (CAPER)**

The King County Consortium is pleased to present the *Consolidated Annual Performance and Evaluation Report* (CAPER) for the program year 2003. Each year, King County reports to the general public and to the U.S. Department of Housing and Urban Development (HUD) about how it used federal funds available for housing and community development in the past year. This CAPER details what funds were made available in 2003, and how they were used to help carry out the priority needs and strategies identified in the King County Consortium's *Consolidated Housing and Community Development Plan for 2000-2003* (Consolidated Plan).

\*The Consortium's *Consolidated Housing and Community Development Plan 2000-2003*, was amended in 2003 to extend the plan through 2004. The extended *Consolidated Plan 2000-2004* utilizes 1990 census data. The Consortium is creating a new *Consolidated Plan* with 2000 census data, which will be available in 2005.

To learn more about the housing and community development needs in King County outside Seattle, and the priorities for investment of federal funds in 2003, please refer to the Consortium's Consolidated Plan. The Consolidated Plan is a unified approach to planning for and addressing the housing and community development needs of low-income people in King County outside Seattle. Required by HUD, the plan consolidates planning for three federal programs under which King County receives annual grants based on a formula: Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), and Emergency Shelter Grant Program (ESG). The Consolidated Plan also provides guidance regarding the use of federal McKinney funds for homelessness.<sup>1</sup> Together, the formula grant programs plus recaptured and program income funds provide over \$14 million annually for affordable housing development, community facilities, infrastructure improvements, and human services, especially homeless assistance.

## **Geographic Area Covered by the CAPER**

King County prepares the Consolidated Plan and the CAPER on behalf of the King County Consortium, a special partnership between King County and most of the suburban cities and towns. Two configurations of the Consortium are recognized: for sharing CDBG funds, the CDBG Consortium comprises 34 cities and towns, plus the unincorporated areas of the County. It excludes Seattle, Bellevue, Kent and Auburn, which receive CDBG directly from the federal government, and the cities of Medina, Milton and Newcastle. For sharing HOME and ESG funds, the Consortium is the same as the CDBG Consortium except that it includes the cities of Bellevue, Kent and Auburn.

## **Program-Specific Information Available Upon Request**

The CAPER is designed to provide a meaningful overview of the King County Consortium's progress in addressing affordable housing needs, in improving the living environment of low-income residents, and in expanding economic opportunities. Detailed information about specific projects supported with federal funds is located in the later part of this document. Please contact Kathy Tremper at King County Housing and Community Development Program (telephone and address are listed on the inside cover page).

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<sup>1</sup> McKinney homeless assistance funds are not provided to the Consortium as a formula grant, but rather based on national competition, so the funds are not under the direct control of the Consortium. However, the Consortium has the ability to strongly influence the federal funding decisions via its guidance in the Consolidated Plan and its role in coordinating the local applications for the annual national competition



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**KING COUNTY FEDERAL HOUSING  
AND COMMUNITY DEVELOPMENT PROGRAM**

**Executive Summary  
Report to the Community**

*King County's community stakeholders helped establish goals and objectives for the use of its Community Development Block Grant (CDBG), HOME and other federal "formula" funds. King County receives about \$12 million of these formula funds from the U.S. Department of Housing and Urban Development each year, which it administers on behalf of the county and participating suburban cities (the Consortium).*

The goals and objectives that our stakeholders helped establish are described in the King County Consortium's *Consolidated Housing and Community Development Plan for 2000–2003*. There are specific objectives and annual performance targets for each of three major goals. Consistent with the intent of the federal funds, the three major goals are:

Decent, Affordable Housing  
Suitable Living Environment  
Expanded Economic Opportunities

*This is a summary of King County's performance in meeting its housing and community development goals and objectives during the year 2003.*

## **Goal #1      Decent Affordable Housing**

### **Housing Objective 1**

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#### Total Affordable Housing Units

Preserve and expand the supply of affordable housing for low- and moderate-income households (below 80% of area median income).

#### Performance Target

Develop and/or preserve an average of 700 units per year in the period 2000-2003.

#### Actual Performance

The King County Consortium used its federal CDBG and HOME funds, together with King County's local Housing Opportunity Fund (HOF) dollars and the new Regional Affordable Housing Program (RAHP) dollars, to help create, preserve, or improve a total of 999 housing units in the year 2003.<sup>1</sup>

A portion of these 999 units were improved through the King County Consortium's various housing repair programs. These programs made critical health and safety improvements to 480 homes owned by low-income homeowners.

Another portion of these 999 units were those that were created or preserved through King County's Housing Finance Program and the efforts of Consortium Cities. Together, the Housing Finance Program (which uses federal HOME and CDBG funds as well as the County's local Housing Opportunity Funds) and our suburban city partners (using their share of the Consortium's CDBG funds) funded the creation or preservation of 519 units.

Of the 519, 38% serve extremely low-income households (0-30% of median)

- 49% serve low-income households (31-50% of median)
- 12% serve moderate-income households (51-80% of median)
- 1% serve households above 80% of median housing units created or preserved

<sup>1</sup> This is the number of units for which funding commitments were made in the year 2003. Not all were completed by December 31. Depending on the complexity of the individual project, some projects may take 2 or more years to make it through the development "pipeline" to completion.

### **Housing Objective 2**

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#### Special Needs Housing

Provide a variety of appropriate housing programs for renters and owners with special needs (for example, the elderly and frail elderly, people with developmental disabilities, people with mental illness, physical disabilities, alcohol or drug addiction problems, HIV/AIDS, and others)

#### Performance Target

Of the 700 units that will be developed or preserved each year under Objective 1, at least 60 units per year will be targeted to people with special needs.

### Actual Performance

King County used its federal CDBG and HOME funds to help create, preserve or improve 232 housing units for people with special needs. Of this total, six were repairs or accessibility improvements to existing homes owned or rented by people with special needs, and 226 were units that were created or preserved.

## **Housing Objective 3**

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### Homeless Housing

Provide (A) facilities or units, and (B) services, to prevent homelessness and to address the needs of families and individuals when homelessness occurs.

### Performance Target

#### A. Facilities or Units

Of the 700 units that will be developed/preserved each year under Objective 1, approximately 40 units will be emergency, transitional, and/or permanent housing targeted for people who are homeless.

### Actual Performance

King County used its federal CDBG and HOME funds along with local HOF funds to create or preserve 41 new units of emergency and transitional housing for the homeless.

### Performance Target

#### B. Services

Provide homeless prevention services to approximately 200 households each year, and emergency shelter and transitional housing assistance to approximately 1000 homeless households each year.

### Actual Performance

In the year 2003, King County used its federal CDBG dollars to provide homeless prevention services (primarily eviction and foreclosure prevention assistance) to 197 households (610 individuals). In 2003 90% of households assisted were still housed six months later.

In addition, 1,063 households received emergency shelter or transitional housing assistance with our federal funds (over 461 additional households were served with our state and local funds), with 76% of the households served moving on to more stable housing - either permanent or transitional. We were also pleased to be able to provide 481 permanent supportive housing units for previously homeless, disabled people through our federal Shelter Plus Care grants (because these grants are not formula funds, the plan did not establish a performance target).

## **Housing Objective 4**

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Support a broad mix of housing initiatives and programs designed to increase the supply of affordable housing and access to it.

### **Promoted affordable housing incentives and opportunities in the private market.**

King County staff completed negotiations for affordable housing within large parcel developments, worked to secure King County surplus property for affordable housing, and

completed two affordable housing agreements for King County incentive programs. These programs do not provide direct subsidies for affordable housing, but rather encourage or require the production of units of affordable housing in the private market.

In 2003, staff work on this objective led to the production of:

- 449 units of housing for households at or below 50% of Area Median Income ("AMI").
- 63 ownership units for households at or below 80% of AMI.
- 7 ownership units for households from 80 to 100% of AMI.

## **Goal #2: A Suitable Living Environment**

### **Community Development Objective 1**

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#### Public Infrastructure and Parks in Low-Income Communities

Improve flood/storm drain systems, water systems, sewer systems, sidewalks, and other public infrastructure in low- and moderate-income and/or blighted neighborhoods, including improving access for people with disabilities by removal of architectural barriers in existing sidewalks, parks facilities, etc.

#### Performance Target

Complete approximately two public infrastructure and/or parks projects in low- and moderate-income communities, and approximately four barrier removal projects, each year.

#### Actual Performance

The King County Consortium used its CDBG funds to help complete ten public improvement projects, two that addressed barrier removal in the year 2003. Another 13 projects are underway and nine projects are still in the development "pipeline" and will be completed in 2004 and future years.

### **Community Development Objective 2**

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#### Community Facilities

Acquire and/or improve community facilities (for example, health and human services facilities) that benefit low- and moderate-income residents or that remedy slum/blight conditions; remove architectural barriers.

#### Performance Target

Complete approximately 10 community facility acquisitions and/or improvements, plus approximately five barrier removal projects in community facilities, each year.

#### Actual Performance

The King County Consortium used its CDBG funds to help complete two community facility acquisition or improvement projects in the year 2003. There were no barrier removal projects. (Construction was completed on eight other projects. Required beneficiary documentation will be collected for reporting and the projects will be marked as complete and closed in the 2004 CAPER.) Another 16 projects are underway and 10 are still in the development "pipeline" and will be completed in 2004 and future years.

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<sup>2</sup> Capital projects are often two years in the “pipeline”. The pipeline became longer in recent years due to the listing of Chinook salmon and bull trout as endangered species, which meant there was a need to review projects for impacts on those species and to consult with the federal Fish and Wildlife Service and the National Marine Fisheries Service. Measures were taken to streamline the Endangered Species Act review process for housing and community development projects, and projects are now able to move forward more quickly.

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### **Community Development Objective 3**

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Enhance quality of life for families and individuals by supporting health and human services which predominantly serve low- and moderate-income residents.

#### Performance Target

Provide services to 38,000 persons.

#### Actual Performance

The Consortium used CDBG funds to support basic needs services (food, clothing, and emergency services), senior services, youth services, child care, employment training, health services and domestic violence services.

Activities served approximately 51,604 persons with assistance in the following areas:

- Distributed food products to food banks located in the Consortium – served 16,366
- Provided access to emergency food, shelter, clothing, transportation and utility assistance for low- and moderate-income persons – served 25,101
- Provided child care scholarships for low- and moderate-income families – served 137
- Provided employment training and counseling– served 100
- Provided health and dental care to low- and moderate-income persons – served 1,988
- Supported support service to victims of domestic violence and their children – served 681
- Provided operational support to senior centers – served 2,082
- Provided transportation services to seniors – served 1,816
- Provided multi-service activities to youth, seniors and families – served 3,333

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### **Economic Development Objectives**

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The Consortium’s primary economic development objectives are to (1) increase employment opportunities for low- and moderate-income residents, and (2) help maintain or increase the viability of our existing industrial and commercial areas.

#### Performance Target

Create or retain approximately 40 permanent jobs for low- and moderate-income persons annually; assist approximately three small and/or economically disadvantaged businesses.

#### Actual Performance

King County continued to administer the City of Kent Community Development Interim Loan. The loan allowed the City to acquire 15+ acres in the downtown commercial area for an economic development project. When completed, the development will create a minimum of 258 jobs. The loan was repaid in the fall of 2003. New marketing efforts continued to occur upon the repayment of the loan.

37 persons were assisted through Micro-Enterprise activity and 385 were assisted through Special Activities, i.e. employment support services through Community Based Development Organizations (CBDO). Economic Development Staff provided technical assistance to the South County Area Human Services Alliance non-profit agency to prepare an application by King County for a Section 108 Loan for the Kent One Stop Human Service Facility.

### **For Further Information...**

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Published by King County Department of Community and Human Services, Community Services Division, Housing and Community Development, 821—2nd Avenue, Suite 500, Seattle, WA 98104.

For more detail on these and other accomplishments, please refer to the 2003 Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER is available on our web site at [www.metrokc.gov/dchs/csd/hcd](http://www.metrokc.gov/dchs/csd/hcd) or by calling (206) 296-8672.

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### III. Resources Made Available

*The King County Consortium administered over \$15.3 million in federal housing and community development funds in 2003, making them available to the community through competitive processes. In 2003, over 6,715 households were assisted with housing and over **146,518** people benefited from community development funding for public services, facilities, public improvements, and economic development.*

From January through December 2003, the King County Consortium administered \$168,896,257 to further the goals and objectives in the Consolidated Plan. Of that amount, \$15.3 million was made available through federal Housing and Urban Development formula grants or entitlements, and an additional \$2,546,232 million was available through program income or funds recaptured from prior years' grants.

#### **Formula Grant Programs**

The table below shows resources made available and expended for Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), and Emergency Shelter Grant Program (ESG). Funds expended do not equal funds made available because some projects are "in the pipeline" and will not be completed for another year.

**Table 1: HUD Formula Grant Programs: Funds Available and Expended, 2003**

<i><b>Grant Program</b></i>		<i><b>Funds Made Available During 2003</b></i>	<i><b>\$ Expended in 2003 (includes expenditures for 2003 projects as well as previous years)</b></i>
<b>CDBG</b>	Entitlement:	\$7,448,000	
	Program Income*:	\$1,789,782	
	Recaptured:	\$756,450	
	<b>TOTAL:</b>	<b>\$9,994,232</b>	<b>\$10,664,334</b>
<b>HOME</b>	Entitlement:	\$4,593,515	
	Program Income*:	\$511,861	
	<b>TOTAL:</b>	<b>\$5,105,376</b>	<b>\$5,548,860</b>
<b>ESG</b>	Entitlement:	\$212,000	
	<b>TOTAL:</b>	<b>\$212,000</b>	<b>\$188,096</b>
<b>TOTAL</b>		<b>\$15,311,608</b>	<b>\$16,401,290</b>

\*Program income that was collected in 2002 and allocated to eligible activities in 2003.

#### **A. Other Public and Private Resources for Housing Activities**

In the areas of both housing and community development, the federal funds available from HOME, CDBG, and ESG were complemented by and helped leverage a broad range of other public and private resources.

## Housing Assistance

We identified over **\$168,896,257** in total funds made available in the King County Consortium in 2003 for housing-related activities, not including most private sector contributions. More than half of this is federal dollars going into the support of public housing and Section 8 rental assistance offered through the King County Housing Authority and the Renton Housing Authority. Of the remainder, **\$9,510,536** was federal formula grant funding through HOME, CDBG, and ESG. Most of the rest was state and local dollars. Activities included new construction, acquisition and rehabilitation, home repair, capacity building, pre-development costs, rental assistance, support for housing operations, homelessness prevention, emergency shelters, transitional housing and other homeless programs. Table 13 summarizes the resources made available for housing.

**Table 2: Resources Identified For Affordable Housing, 2003**

<b>Source</b>	<b>Amount</b>	<b>Projects Supported (There may be duplication since most projects have multiple fund sources.)</b>
<b>Local Government Resources</b>		
King County Housing Opportunity Fund (HOF) (general funds for housing development including Challenge Grant to match cities' funds)	\$1,751,000	Allocated funds to 5 projects in the Consortium.
King County Current Expense (general funds)	\$233,078	Supported emergency housing services, transitional housing operations, homeless shelters and related services, housing counseling, and community voice mail.
East King County suburban cities who are members of ARCH (general funds and other <u>non-federal</u> funds)	\$789,935	Funds allocated for 4 housing projects: one to serve homeless individuals and families, and one to serve low- and very low-income families.
Regional Affordable Housing Program Funds (RAHP) – revenue generated by SHB 2060 document recording fee for allocation by King County HCD according to an Interlocal Agreement	\$3,000,000	Funds allocated for 7 housing projects located throughout King County, including the City of Seattle.

<b>Source</b>	<b>Amount</b>	<b>Projects Supported (There may be duplication since most projects have multiple fund sources.)</b>
<b>State Resources</b>		
Washington State – Housing Assistance Program/Trust Fund	\$2,731,000	Allocated capital funding to 5 housing projects in the Consortium.
Washington State Transitional Housing, Operating & Rental Assistance Program	\$1,034,208	Operating support for transitional housing and rental assistance programs serving homeless families with children. (7/1/02 through 6/30/03 )
Washington State Funds for Homelessness Programs in King County: Emergency Shelter Assistance Program \$485,500 Emergency Housing Assistance Program \$285,500 Families with Children Funds \$285,500	\$1,056,000	Supports approximately 60 programs throughout Seattle and King County.
<b>Federal Resources</b>		
Washington State Housing Finance Commission:	\$59,885,415	
♦ Federal Tax Credit Program \$1,325,415		1)Tax credit allocations made for 3 housing projects serving residents of the Consortium
♦ Tax Exempt Bond Program \$58,560,000		2) Bond allocations for 3 housing projects serving residents of the Consortium
HUD Supportive Housing Programs	\$ 509,605	Renewal funding was awarded for 4 SHP transitional housing and supportive services programs serving veterans, victims of domestic violence and families with children in the Consortium.
HUD Shelter Plus Care (annual amount)	\$ 3,814,474	HUD grant program, administered by King County, providing rental assistance for over 481 units for homeless disabled households countywide.

<b>Source</b>	<b>Amount</b>	<b>Projects Supported (There may be duplication since most projects have multiple fund sources.)</b>
Public Housing Authorities in King County – Federal Resources		
<u>Total</u>	\$78,196,006	
<ul style="list-style-type: none"> <li>King County Housing Authority \$73,194,715</li> <li>Renton Housing Authority \$4,240,451</li> <li>Muckleshoot Tribal Housing Authority \$760,840</li> </ul>		<p>Ongoing support of public housing and Section 8 tenant-based and project-based rental assistance.</p> <p>Ongoing support of public housing and Section 8 tenant-based and project-based rental assistance.</p> <p>Ongoing support of tribal housing programs.</p>
Emergency Shelter Grant	\$ 201,400	Allocations made to 11 emergency shelters and 1 homelessness prevention program.
CDBG Housing-Related Allocations (HAF portion for 4 shelters and 1 homeless prevention)	\$3,975,316 228,445	Allocations for numerous housing-related programs (housing development, shelter, homeless prevention, home repair, access modifications, and housing services).
HOME Investment Partnership	\$5,105,376	Funds supported housing development and preservation, and rehabilitation activities (includes allocations from prior year funds).
<b>Private</b>		
Sound Families:	\$385,000	A Gates Foundation initiative providing funds for the creation of transitional housing for homeless families and a portion of service costs. Allocations were made to 2 transitional housing projects in the Consortium in 2003.
♦ Capital \$280,000		
♦ Services \$105,000		
United Way of King County	\$6,000,000	Allocations for housing and homeless programs in King County (figure includes the City of Seattle).

<b>Source</b>	<b>Amount</b>	<b>Projects Supported (There may be duplication since most projects have multiple fund sources.)</b>
<b>Total CDBG/HOME/ESG:</b>	<b>\$9,510,536</b>	
<b>Total All Other Funds:</b>	<b>\$159,385,721</b>	
<b>GRAND TOTAL:</b>	<b>\$168,896,257</b>	

\*In addition to the above, local financial institutions, foundations, businesses, and individuals made significant contributions to affordable housing programs and homeless services in the King County Consortium during 2003. Unfortunately, other than the figures for Sound Families and United Way, we are not able to compile the amounts allocated or the projects supported.

## B. Community and Economic Development Resources for Non-Housing Activities

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### Community Development

A total of \$38,083,858 in total funds was made available in the King County Consortium for non-housing community development projects in 2003. Of that amount, \$5,479,584 was formula grant funding from CDBG. Approximately \$32,604,274 in funds were leveraged from other federal, state, local, private and other sources, primarily for public (human) services rather than capital investments. The following table lists the resources and amounts funded for non-housing community development projects by activity type which were completed in 2003. Table 3: Other Resources for Completed Non-Housing Community Development Activities, 2003

### Non-Housing Public (Human) Services

<b>Source</b>	<b>Amount</b>	<b>Activities Supported</b>
Federal – King County Consortium CDBG	\$1,361,132	Human services such as child care, health care, domestic violence services, senior services, youth services, recreation, employment, counseling, emergency services, and emergency food.
King County Current Expense	\$527,069	Services such as child care, domestic violence, sexual assault, senior services, work training, and youth and family services.
Cities	\$ 518,483	Services such as child care, health care, domestic violence, sexual assault, senior services, substance abuse, youth services, recreational, legal, employment, emergency food and emergency services.
Washington State	\$ 1,462,374	Services such as emergency food, senior services, family support, developmental disabilities and mental health care.
Other Federal	\$ 783,542	Services such as emergency food, senior services, family support, school based programs, health care, and emergency services.
United Way	\$ 619,942	Wide variety of human service activities including the services described above.
Private (Foundation grants, donations, service fees, and agency in-kind contributions)	\$ 4,926,261	Wide variety of human service activities including the services described above.
Other Public (includes other counties, school districts)	\$ 107,716	Wide variety of human service activities including the services described above.

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Other <sup>2</sup>	\$ 1,523,717	Wide variety of human service activities including the services described above.
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### **Public Improvements**

<b>Source</b>	<b>Amount</b>	<b>Activities Supported</b>
Federal – King County CDBG Consortium	\$915,340	Improve water, sidewalks, and other public infrastructure in low- and moderate-income neighborhoods; improve access to public infrastructure for persons with disabilities by removal of architectural barriers.
Cities	\$64,365	Acquisition for park development.
Other Federal, Public, & Private	\$0	

### **Community Facilities**

<b>Source</b>	<b>Amount</b>	<b>Activities Supported</b>
Federal – King County CDBG Consortium	\$135,388	Acquisition and rehabilitation of senior centers, youth centers, neighborhood facilities, child care centers, health facilities, and historic preservation.
Cities	\$1,362,617	Support of Senior Service Facility
Washington State	\$1,198,284	Support of Senior Service Facility
Other Federal	\$2,995,709	Support of Senior Service Facility
United Way	\$1,060,697	Support of Senior Service Facility
Private	\$4,829,653	Support of Senior Service Facility

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## Parks

<b>Source</b>	<b>Amount</b>	<b>Activities Supported</b>
Federal - King County CDBG Consortium	\$352,935	Acquisition and rehabilitation of parks.
Cities	\$ 64,365	

## Economic Development

<b>Source</b>	<b>Amount</b>	<b>Activities Supported</b>
Federal - King County CDBG Consortium	\$666,500	Technical assistance and loans to businesses, including women and minority owned business enterprises
Community Based Development Organizations – Special Activities (Sub-set of above) \$515,062		Provision of employment services to low and moderate-income families through job related training and employment support.
King County Current Expense	\$2,033,000	Support to organizations for economic development activities.

## Planning and Administration

<b>Source</b>	<b>Amount</b>	<b>Activities Supported</b>
Federal - King County CDBG Consortium	\$2,048,289	Administration of the CDBG program and special planning projects.
Cities	\$ 23,503	Human service needs assessments and administration of the CDBG program.
<b>CDBG Consortium Funds</b>	<b>\$5,479,584</b>	
<b>- All Other Funds</b>	<b>\$32,604,274</b>	
<b>GRAND TOTAL</b>	<b>\$38,083,858</b>	

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## IV. Program Accomplishments

### Actions Taken to Implement Overall Strategy

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In addition to allocating and monitoring the use of federal housing and community development funds, King County took many other actions that helped Consortium residents with low incomes enjoy safe, affordable housing and better communities in which to live. This section describes those actions, from fair housing initiatives to public housing improvements to homelessness response, and more.

## A. Housing Program Accomplishments

### 1. Summary of Housing Accomplishments

#### Households Assisted with Housing

In 2003, at least 6,715 low- and moderate-income households in the King County Consortium were assisted with affordable housing. As shown in the tables below, they included families and individuals who are homeowners, renters, homeless people, and people with special needs. Most had incomes below 30 percent of the median. Types of assistance provided include subsidized permanent and transitional housing units, emergency shelter, home repair (both renter and owner occupied), and preservation of mobile home parks.

**Table 4: Households Assisted by Type, 2003**

<i>Type of Household Assisted</i>	<i>Number</i>	<i>Percent</i>
Households	3,292	49%
Single Individual Households	3,423	51%
<b>Total Households Assisted</b>	<b>6,715</b>	<b>100%</b>

**Table 5: Households Assisted With Housing by Income Level – 2003  
(HOME, CDBG, and ESG only)**

<i>Income Level % of median income</i>	<i>Home Owners</i>	<i>Renters</i>	<i>Homeless</i>	<i>Total</i>	<i>Percent</i>
0 – 30% of median	196	1,784	953	<b>2,933</b>	43.7%
31% to 50%	474	2,093	60	<b>2,627</b>	39.1%
51% to 80%	170	657	5	<b>832</b>	12.4%
81%+	22	241	5	<b>268</b>	4.0%
Unknown	0	0	0	<b>55</b>	0.8%
<b>Total</b>	<b>862</b>	<b>4,775</b>	<b>1,063</b>	<b>6,715</b>	<b>100%</b>

**Note:** “Home owner” category is primarily households served through home repair programs, preservation of mobile home park projects and opportunities for first time home buyers; “Homeless” includes persons served in shelters and transitional housing as well as those making the transition to permanent housing.

#### Non-Homeless Special Needs Households

Included in the above totals are 232 special needs households. These included people with mental illness, developmental disabilities, physical disabilities and those in recovery from substance abuse, among others. Most were renters with incomes below 30 percent of the median.

### Homeless Persons Assisted

In the year 2003, King County used its federal CDBG dollars to provide homeless prevention services (primarily eviction and foreclosure prevention assistance) to 197 households (610 individuals). In 2003 90% of households assisted were still housed six months later.

In addition, 1,063 households received emergency shelter or transitional housing assistance with our federal funds (over 800 additional households were served with our state and local funds), with 55% of the households served moving on to more stable housing - either permanent or transitional. We were also pleased to be able to provide 481 permanent supportive housing units for previously homeless, disabled people through our federal Shelter Plus Care grants (because these grants are not formula funds, the plan did not establish a performance target).

At least 560 homeless households were assisted in making the transition to permanent or transitional housing. Table 6 below provides a more complete picture of the homeless persons served in our shelters and transitional housing using federal funds.

**Table 6: Homeless Households and Individuals Served in Shelters and Transitional Housing, 2003 (ESG and CDBG funds only)**

	<i><b>Households Served</b></i>	<i><b>Individuals Served</b></i>	<i><b>Individuals Turned Away</b></i>
Emergency Shelter	1,063	2,326	22,009
Transitional		201	
<b>Total</b>	<b>1,063</b>	<b>2,527</b>	<b>22,009</b>

**Source:** Client profile reports submitted by shelter and transitional housing programs, calendar year 2003. Includes only those programs receiving CDBG and/or ESG funds. Counts may include duplication.

## **2. Summary of Housing Production - King County Consortium, 2003**

Table 7 summarizes the allocation of the Consortium's housing development resources during 2003 by type of housing, type of household, and by income level the housing unit is meant to be affordable to. It includes allocations by King County's Housing Finance Program through which most of the HOME funds, a portion of CDBG funds, and King County's local Housing Opportunity Fund (HOF) moneys are made available to the community to develop or preserve affordable housing units. Also included are CDBG and local fund allocations by suburban city partners (including ARCH) to create or preserve affordable housing in their communities. It provides a one-year snapshot of how a major portion of our housing resources is being invested. It reveals a good balance in the types of housing being created (consistent with our objectives), as well as balance in the types of households the housing is designed to serve.

**Table 7: Production Summary: 2003 Allocations By King County Consortium <sup>3</sup>**

<b><i>Housing type</i></b>	<b><i>Units</i></b>	<b><i>% of total</i></b>
Permanent housing	478	92%
Transitional housing	41	8%
Emergency housing	0	0%
<b>Total</b>	<b>519</b>	<b>100%</b>
<b><i>Type of household to be served</i></b>	<b><i>Units</i></b>	<b><i>% of total</i></b>
Family units	182	35%
Individual units	105	20%
Special needs units	232	45%
<b>Total</b>	<b>519</b>	<b>100%</b>
<b><i>Income level</i></b>	<b><i>Units</i></b>	<b><i>% of total</i></b>
Affordable to 0-30% of median income:	198	38%
Affordable to 31-50% of median income:	251	49%
Affordable to 51-80% of median income:	63	12%
Affordable to >80% of median income:	7	1%
<b>Total Units</b>	<b>519</b>	<b>100%</b>

### 3. Progress in Providing Affordable Housing

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In 2003, the various federal, state, local and private housing funds available within the Consortium – just over \$169 million total – helped the region undertake a broad range of affordable housing and related activities. The Consortium allocated \$11.6 million in CDBG, HOME and ESG funds to support the development and preservation of affordable housing, special needs housing, repair of existing affordable housing for owners and renters, operating support for emergency and transitional housing, homelessness prevention and other activities. Many more affordable units were generated or preserved using federal tax credits, McKinney funds, Washington State funds, and general funds of King County and its suburban cities. It should be noted, of course, that many projects begun this year will not be completed until 2003 or beyond.

CDBG, HOME, and ESG funds helped the Consortium make progress in each of its four broad housing objectives in 2003. Amounts allocated by strategy were as follows:

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<sup>3</sup> Includes HOME, CDBG County and Small Cities housing set-aside, the King County Housing Opportunity Fund and Pass-through Cities CDBG allocations.

**Table 8: Housing Allocations by Objectives, 2003**

<i><b>Objectives (not in priority order)</b></i>	<i><b>2003 Housing-Related Project Allocations from HOME, CDBG, and ESG</b></i>
#1 – Preserve and expand the supply of affordable housing for low- and moderate-income households	\$11,209,506
#2 – Provide a variety of appropriate housing programs for renters and owners with special needs (This objective is a subset of #1)	\$1,719,050
#3 – Provide services and facilities to prevent homelessness and to address the needs of families and individuals when homelessness occurs (This objective is a subset of #1)	\$ 963,273
#4 – Support a broad mix of housing initiatives and programs designed to increase the supply of affordable housing and access to it. (This objective is a subset of #1)	\$348,000
<b>Total (#1 &amp; #4)</b>	<b>\$11,557,506</b>

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**Objective 1**

**Preserve and expand the supply of affordable housing for low- and moderate-income households.**

**Proposed Accomplishments**

- Develop and preserve an average of 700 units each year affordable to renters and owners at or below 80% of the median income.
- Provide housing assistance to an average of 1,600 low- and moderate-income renters and owner households each year.

**Actual Accomplishments:**

In 2003, the King County Consortium allocated federal and local funds in this category to support the development, preservation, and rehabilitation of 999 affordable units of housing for low- and moderate-income households (see Tables 5 and 11).

- A portion of the work under this objective was home repair or rehabilitation assistance for 480 low-income homeowners, and for 37 low-income renter households.
- Another portion of the work under this objective was financing for the creation or preservation of 519 units of housing for low- and extremely low-income households.

Funded capital housing projects in this category include the following (in addition to the projects funded under Housing Objectives 2 and 3):

- **Downtown Action to Save Housing, Plum Court** – Funds awarded to acquire, rehabilitate and preserve as affordable a 66 unit apartment complex in Kirkland.
- **St. Andrew's Housing Group Chalet Apartments:** Funds awarded to preserve as affordable an 18-unit apartment building in Bellevue.
- **St. Andrew's Housing Group, Talus** – Additional funds awarded for new construction of 40 units of permanent affordable housing for low income families in Issaquah.

### **Objective #1 Narrative**

#### **Staff Housing Developer Provided Technical Assistance for the Development of Low-Income and Special Needs Housing.**

Housing development technical assistance services to non-profits include: initial assessment of project feasibility; identification of funding for predevelopment activities; assistance in selecting a development team; help in securing site control; preparation of capital fund requests; coordination of design phase including development plans and specifications; assistance in managing the budget during construction; and assistance in preparing management plans.

Four nonprofit organizations received technical assistance from King County staff during 2003:

- Oxford House, in partnership with Compass Center was assisted with the development of a second 8-bed, clean and sober permanent housing facility for very low-income persons. During 2003, King County staff assisted Oxford House/Compass Center partnership to locate a house suitable for housing 8 women. Staff assisted with the contractor selection process and managed the budget during renovation. The house was renovated, adding two bedrooms and expanding a bathroom as well as rebuilding decks and modifying the kitchen to better serve 8 individuals.
- Friends of Youth (Griffin Home) was assisted with the redevelopment of two existing group homes with associated office and meeting spaces. The group homes will house eight youth each for a total of 16 youth plus staff. Renovation of one group home was completed during 2003 and renovation of the second group home was begun. Both renovations are substantial and include all new building systems. Staff assisted with the contractor selection process and managed the budget during renovation.
- Mt. Baker Housing Association was assisted with the preparation of an application for capital funds for the construction of 50 units of housing for families including a number of units for large families. The project will be located in unincorporated King County just south of the City of Seattle.
- Providence House, a new nonprofit interested in developing housing for released offenders was assisted with the development of its organization and with preparation for opening a "group home" style of housing for six to eight men. The goal of Providence House is to enhance public safety by supporting the safe and successful transition of offenders into the community. With a focus on self-management, the program demands responsible decision-making and the creation of a personal support group. Staff assisted with the development of operating budgets, operating guidelines and procedures for the house, and criteria for a site search.

**Reviewed projects for consistency with the *Consolidated Plan*.**

King County staff reviewed project applications to the Washington State Housing Finance Commission for the tax credit and bond programs, the Washington State Trust Fund and other federal funding sources, including HUD, the McKinney Continuum of Care application and HOPWA, for consistency with the *2000-2003 Consolidated Housing and Community Development Plan*; staff provided all project applicants whose projects were consistent with the plan the required certifications of consistency.

**Continued a credit enhancement program to promote the development of low-income housing.**

In 2003, King County provided technical assistance to the City of Seattle's Office of Housing staff as a precursor to the City developing a similar credit enhancement program designed with the elements of the County's program. King County's Credit Enhancement Program has received nationwide interest with staff responding to various jurisdictions as well as affordable housing developers requesting program information and materials 2003.

Agreements were amended and finalized between the County and the King County Housing Authority that allows Fannie Mae to contribute its proposed \$14.5 million investment in the Village at Overlake Station, a 306-unit project provided credit enhancement.

**Supported first-time home purchase opportunities.**

In the face of continuing high home prices in the region and a gap between incomes and the affordability of homes, the Consortium continues to support first-time homebuyer opportunities:

- During 2003 King County renegotiated a subrecipient agreement with HomeSight for the South King County First Homes Program covering funds awarded for first-time homebuyer assistance from 2000 to 2002. By yearend 2003 16 households had become new homeowners, receiving buyer education and counseling services as well as home purchase assistance.
- King County provided support to complete the infrastructure necessary to develop 50 units of ownership housing by Habitat for Humanity of East King County. To date, 24 households have become homeowners.

**Provided rehabilitation and repair funds.**

Keeping people in homes they can afford is essential, and the Consortium continued to allocate funds for repair and rehabilitation activities. Funds were used to rehabilitate and repair existing renter-occupied properties as well as owner-occupied single-family homes.

## **Objective 2**

**Provide a variety of appropriate housing programs for renters and owners with special needs.**

### **Proposed Accomplishments**

Of the 700 units that will be developed or preserved in Objective #1, at least 60 units per year will be targeted to people with special needs.

### **Actual Accomplishments:**

In 2003 the King County Consortium allocated federal and local funds to address this strategy for the development and preservation of 52 units of housing targeted to people with special needs, including access modification of 6 housing units for persons with disabilities.

#### **2003**

Funded capital housing projects in this category include:

- Downtown Action to Save Housing, Plum Court - Funded 3 units of housing for persons with developmental disabilities within a 66 unit apartment complex in Kirkland.
- Inland Empire Residential Resources, Creative Living Homes II - Funded a project to acquire and rehabilitate 2 homes to provide 8 beds for developmentally disabled adults.
- Parkview Services - preservation and rehabilitation of 7 homes serving 25 adults with developmental disabilities in Shoreline.
- St. Andrew's Housing Group, Chalet Apartments - Funds provided for the construction of 4 units of housing for people with disabilities within an 18-unit apartment complex in Issaquah.
- Highline West Seattle Mental Health Center, Independent Living Project – Funds provided for the construction of 3 homes in Seattle to provide 8 beds for mentally ill adults.
- St. Andrew's Housing Group, Talus - Additional funds for the construction of 10 units of housing for people with disabilities within an 18 unit apartment complex in Issaquah. Amendment for this housing project, which was initially funded in a previous round.

### **Objective #2 Narrative:**

#### **Made housing more accessible to households with disabilities**

King County staff continued to run the Home Accessibility Modification Program, providing free financial assistance for eligible tenants to make necessary accessibility modifications to their rental units.

**Supported increased access to special needs housing.** King County staff continued to provide technical assistance to Consortium jurisdictions, housing developers, housing providers, social service agencies and citizens on the provisions of the Federal Fair Housing Act, substantially equivalent state and local fair housing laws, and other federal and state laws that address accessibility for disabled persons (See “Actions Taken to Further Fair Housing” section).

**Supported a special Section 8 program targeted to residents with special needs.** King County staff continued to work in partnership with the King County Housing Authority and regional behavioral health care and other service providers to distribute Section 8 vouchers through the Housing Access and Services Program (HASP). This program provides Section 8 vouchers to agencies serving very low-income persons with disabilities. Supportive service providers make available other services, including housing search assistance, to help these individuals live independently in the community. In 2003, 380 vouchers were allocated to persons with disabilities through this program.

**Supported affordable housing options for persons with developmental disabilities.** King County staff worked to expand the range of affordable housing options and service connections available for persons with DD, and for families with children that are developmentally disabled:

- The HCD program's Developmental Disabilities ("DD") Housing Planner, in conjunction with King County Developmental Disabilities Division staff, developed a DD Housing Plan. This plan identified the affordable housing needs of persons and households enrolled to receive services through the Washington State DDD, as well as goals and strategies for meeting those needs over the next two (2) years.
- The DD Housing Planner developed a new funding program that creates set-aside units in multifamily affordable housing for persons with DD. The program provides housing at levels that are affordable for adults with supplemental security incomes (SSI), and for extremely low-income families. The units will include universal design features to further the goal of providing inclusive housing for all persons, regardless of disability.
- The DD Housing Planner and DDD Housing Coordinator worked with State DDD to improve the agency's ability to assist the clients that it serves in accessing affordable housing. This coordination included developing a referral agreement between the State DDD and affordable housing developers; developing a DDD referral process and wait list for housing; and providing on-going support and technical assistance on housing issues to DDD staff.

### **Objective 3:**

**Provide services and facilities to prevent homelessness and to address the needs of families and individuals when homelessness occurs. Provide housing-related services, especially those which prevent homelessness.**

#### **Proposed Accomplishments:**

Of the 700 units that will be preserved each year under Objective #1, approximately 40 units will be emergency, transitional and/or permanent housing targeted for people who are homeless.

Provide emergency shelter and transitional housing assistance to approximately 1,000 homeless individuals and families each year.

Provide homeless prevention services (primarily eviction prevention assistance) to approximately 200 households each year.

### **Actual Accomplishments:**

In 2003, the King County Consortium allocated federal and local funds in this category to support:

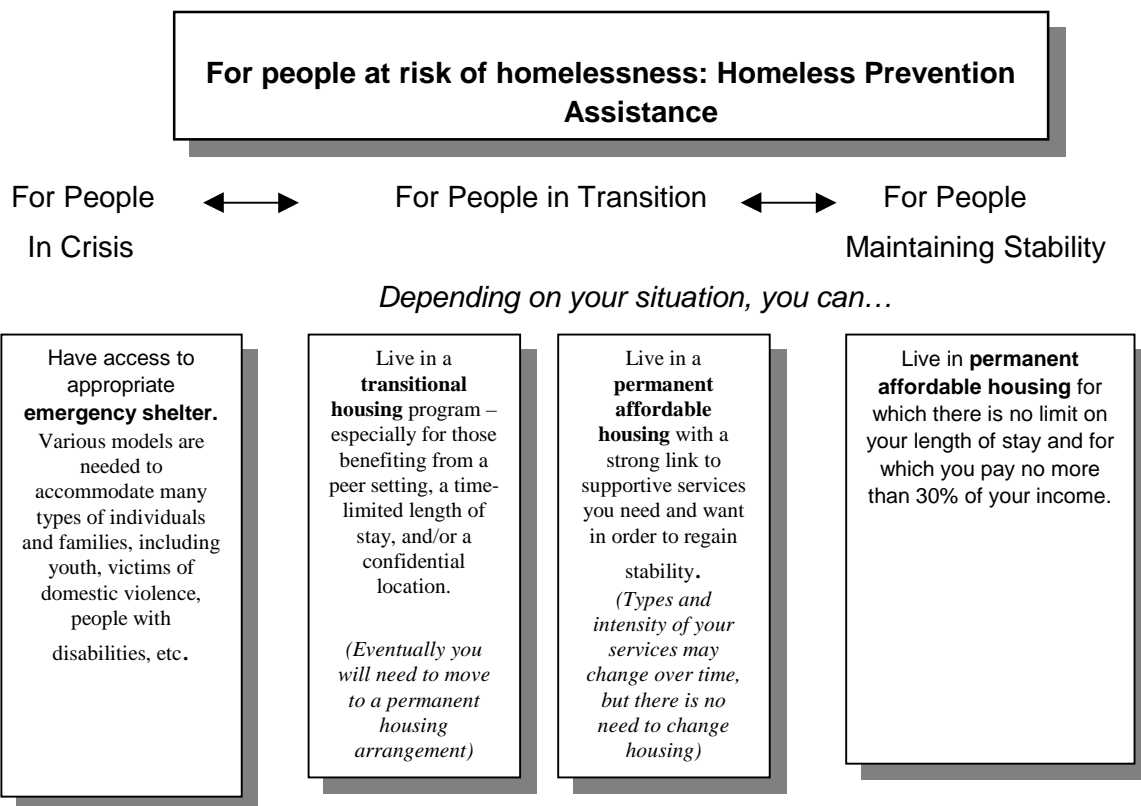
- Development and/or preservation of 41 units of emergency and transitional housing for people who are homeless.
- Support for the King County Housing Stability Project, which provided assistance (emergency grants and loans) to 197 households at risk of losing their housing.
- Support for case management activities for households residing at public housing developments.
- Operating support for emergency shelter programs and transitional housing programs.
- Provided emergency shelter, transitional housing and related services for homeless individuals.

### **Objective #3 Narrative:**

#### **A) A Continuum of Care for Homeless Housing and Services.**

The Consortium adopted the Continuum of Care (“CoC”) for homeless persons in November of 1999. Included in the plan were goals for each component of the CoC that address the following: prevention of homelessness, housing and services for homeless households in crisis and in transition from crisis to permanent housing, and permanent housing and services to assist formerly homeless households in maintaining stability.

#### **A Housing and Service Continuum of Care for Homeless People**



### 1) Homelessness Prevention:

- **Continued maintenance of the Consortium's Housing Stability Program to prevent Homelessness (CDBG Funds).**

The King County Consortium continued to utilize CDBG public service funds in 2003 to stabilize households at risk of homelessness. The program makes no-interest loans and grants available to eligible low- to moderate-income households experiencing a crisis that puts their housing at risk. The program also provides move-in assistance for homeless and formerly homeless households who do not have the resources to afford the costs associated with moving in to permanent housing.

In 2003 the program assisted 197 households: 27 homeowners whose ownership housing was at risk of foreclosure and 155 renter households at risk of eviction with grant and/or loan funds to keep them in their housing; and 15 households in shelters, transitional housing, motels or doubled up with relatives or friends, with move-in assistance for permanent housing.

### 2) Housing and Services for Homeless Households in Crisis:

**Homeless Assistance Fund (CDBG/ESG).** King County combines Emergency Shelter Grant program funds with a dedicated portion of the Community Development Block Grant County and Small Cities (CDBG-CSC) human services funds in the same funding cycle, to create the Homeless Assistance Funds ("HAF"). The 2003 HAF application round was for two years of funding (2003 and 2004).

**Funds Awarded:** In 2003, twelve programs received a total of \$ 429,845 in Homeless Assistance Funds to support programs meeting the emergent needs of homeless households and those at risk of homelessness, consistent with the King County Continuum of Care plan. Of that total, \$ 406,021 was to support operating costs and related services at emergency shelters. Two agencies received a total of \$ 23,819 for homelessness prevention activities.

**Numbers served:** In 2003, a total of 1,063 homeless households, including families, individuals, youth, and victims of domestic violence were provided shelter, as well as case management and counseling services.

### 3) Housing and Services for Homeless Households in Transition:

- a) Federal McKinney Supportive Housing Funds.** In 2003, federal McKinney funds were used to support operations of the following projects:

**Renewals:** Twelve transitional housing projects (115 units) serving homeless families, youth, and veterans in the balance of the county (outside of Seattle) were renewed in 2003. Nine regional projects serving all of King County were also renewed. These include three transitional housing projects serving families; five projects providing services such as childcare, medical respite, and employment services to help homeless households gain and maintain housing; and Safe Harbors, the Homeless Management Information System.

**New Projects:** A new supportive housing project will provide 75 studio apartments for mentally ill persons served by Medicaid.

**b) State Transitional Housing, Operating and Rent Funds (THOR).** In 2003, King County secured \$1,034,208 in state funds for transitional housing programs serving homeless families with children. The THOR program year is from July 1, 2003 through June 30, 2004. Eight agencies are receiving rental assistance to subsidize private market units and nine agencies are receiving operating support for transitional housing projects. For the calendar year 461 families received assistance for up to twelve (12) months. Of those families that exited the program and whose location is known, over 91% percent were still housed six months after they exited the program.

**c) Housing Finance Program Capital Funds awarded to Transitional Housing Projects:**

- **Federal Way Caregiving Network, Federal Way Fusion Transitional Housing III** – funds awarded to acquire 2 condominiums to provide transitional housing for homeless women with children.
- **The Compass Center, Veterans Transitional Housing Project** – Additional funds for construction of 26 units in Shoreline to provide transitional housing for homeless veterans

**4) Housing and Services to Assist Formerly Homeless Households in Maintaining Stability in Permanent Housing:**

**a) Federal McKinney Shelter Plus Care Funds.**

In 2003, McKinney funds continued to support six (6) Shelter Plus Care grants that provide 481 units of permanent housing for homeless households with disabilities. Of all the Shelter Plus Care participants served over the past nine operating years, 70 percent have retained their housing for at least one-year. This is an exceptional rate of retention for a population characterized as one of the most difficult to house in our community.

**b) Housing Finance Program Capital Funds awarded to permanent housing projects for the homeless:**

- ♦ **Downtown Emergency Services Center, Morrison Hotel** – funds awarded for 18 units for very low-income homeless individuals and Drug and Mental Health Court referrals.

**B) Planning Activities in Support of the Homeless Continuum of Care.**

In 2003, King County actively participated, along with the City of Seattle, suburban jurisdictions, United Way, provider groups and representatives of faith communities to launch the “Committee to End Homelessness in King County” (CEH). The CEH is a diverse group of business, government, and church leaders, social service providers, advocates, formerly homeless people and other community voices representative of our region. The CEH became fully operational in 2003, and began work on a ten-year plan

to end homelessness, due to be released in the first half of 2004. The CEH is the body that will guide the planning process for the Seattle-King County Continuum of Care (CoC).

King County continued to participate in the Safe Harbors Initiative, which is developing a community wide Homeless Management Information System. King County received a renewal grant from HUD Supportive Housing Program in the amount of \$105,000 to continue providing technical and training support for Safe Harbors. King County staff jointly participated in the Safe Harbors staff team, the Safe Harbors Advisory Committee, and the Safe Harbors Executive Committee with the City of Seattle and United Way of King County.

King County staff participate in the Washington State Homeless Families Advisory Committee, an entity that advises the Washington State Department of Community Trade and Economic Development on policy issues affecting homeless families with children.

King County staff worked to submit a Seattle-King County joint application for McKinney Homeless Funds requesting approximately \$16 million for project renewals and new projects.

**Objective 4: Support a broad mix of housing initiatives and programs designed to increase the supply of affordable housing and access to it.**

In 2003, HCD Program staff carried out this objective through a variety of activities, including:

- Promotion of affordable housing programs that create incentives for private developers to include a portion of affordable units in new housing development projects.
- Inclusion of a portion of affordable housing units in large private development projects through covenants.
- Promotion of strong affordable housing partnerships and coalitions.
- Coordination of a lead-based paint hazards reduction strategy.

In 2003, staff work that encouraged or required the inclusion of unsubsidized affordable housing in private housing development projects, led to the production of:

- 9 ownership units of cottage housing affordable to households from 80% to 90% of AMI at Greenbrier Heights in Woodinville.
- 32 units of ownership housing affordable to households from 100% to 120% of AMI at the Trilogy at Redmond Ridge Master Planned Development.

## **Objective #4 Narrative:**

### **Promoted state funding for housing capital and operating costs.**

In conjunction with the Washington Low Income Housing Alliance, King County staff worked on and succeeded at increasing the State Housing Trust Fund to \$80 million, and at maintaining the funding level of the state Transitional Housing Operating and Rental Assistance Program.

**Completed Regional Affordable Housing Program (RAHP) Guidelines and Interlocal Agreement to utilize SHB 2060 funds.** King County HCD staff completed the RAHP planning process in 2003, obtaining agreement from the stakeholder-planning group on RAHP Guidelines and a RAHP Interlocal Agreement, and adoption by the King County Council. Cities and towns in King County were sent the interlocal agreement in the fall of 2003 for adoption by their Council. The first round of RAHP funds were allocated in the winter of 2003.

**Supported the Washington Reinvestment Alliance.** King County staff supported the work of the Washington Reinvestment Alliance (WRA) to monitor the community lending policies of financial institutions and discuss Community Reinvestment Act obligations

**Worked with the Seattle-King County Public Health Department and the Environmental Health Center** to coordinate our work in areas where low-income housing quality and health issues are correlated.

**Supported strong housing coalitions.** King County continued to support strong housing coalitions by funding and participating in the activities of the following organizations in 2003:

- In 2003 the WA Low-Income Housing Congress and the WA Low-Income Housing Network merged to become the WA Low-Income Housing Alliance. King County HCD is an active member of the Alliance and worked with the alliance on a 2003 legislative agenda to promote affordable housing production and other housing-related issues.
- The Seattle-King County Housing Development Consortium: King County continued to contribute funding to, and continued to attend meetings of the SKCHDC. King County staff work on various SKCHDC committees to coordinate with local housing developers, architects, housing authorities and funders on areas of interest and concern to the housing community.
- A Regional Coalition for Housing (ARCH): King County staff participate in the review of housing development applications for funds allocated through ARCH to housing projects in East King County. When projects receive federal funds from CDBG Consortium members, County staff oversee the contracting with nonprofit recipients. Staff also provide support to ARCH affordable housing initiatives including education, outreach, and development of model projects.

**Fostered and participated in opportunities for creative partnerships among housing sponsors.**

- King County staff continued to work on housing development efforts at Greenbrier Heights, along with the City of Woodinville, A Regional Coalition for Housing (ARCH), DASH

(Downtown Action to Save Housing), and CamWest for the creation of 50 units of senior housing affordable to households earning at or below 50% of area median income, and 9 ownership cottage housing units affordable to households earning 80 – 90% of area median income.

- King County staff continued to work with the King County Housing Authority's HOPE VI Community Task Force on the process to create a master plan for the redevelopment of Park Lake Homes public housing in White Center into a mixed income development containing a range of housing types and opportunities, and a range of community resources and services.
- King County staff continues to work with Sound Families, the 3-county initiative to produce 1,500 units of family transitional shelter in partnership with the Gates Foundation, housing authorities and other jurisdictions.

#### **Promoted affordable housing opportunities in large parcel developments.**

- Completed covenants securing 32 units of ownership housing affordable to households from 100% to 120% of AMI at the Trilogy at Redmond Ridge Master Planned Development.
- Participated in planning for the location of approximately 240 units of affordable housing at the proposed Redmond Ridge East Master Planned Development. Approximately 80 of these units would be affordable to households at or below 80% of AMI. The remainder would be affordable to households at or below 120% AMI.
- Worked in conjunction with ARCH to monitor and enforce existing agreements for affordable housing within Master Planned Developments in King County.

#### **Supported surplus property initiatives.**

- Participated in planning for the location of approximately 300 units of affordable housing on surplus property through Transit Oriented Development at the Kenmore Northshore Park and Ride site. At least 25% of these units would be affordable to households at or below 50% AMI with the remainder affordable to households at or below 80% AMI.
- Participated in planning for the location of up to 100 affordable units co-located with redevelopment of the Renton Public Health Clinic site.
- Supported ongoing efforts to develop surplus property for affordable housing on additional sites in King County with special emphasis on continuing development efforts at Greenbrier Heights.

#### **Promoted Affordable Housing Incentives and a Regional Fair Share of Affordable Housing.**

- Completed negotiations on an impact fee waiver for 42 rental units affordable to households at or below 50% of area median income.
- Administered King County's impact fee waiver and density bonus incentive programs for affordable housing through enforcement and monitoring of existing agreements and covenants for affordable housing in various projects located throughout the County as well as by providing technical assistance and information to developers interested in utilizing these incentive programs.
- Prepared policy amendments for the King County Comprehensive Plan to promote housing affordability, which are scheduled to be adopted by the King County Council in the Spring of 2004.

- Prepared amendments to the King County Zoning Code to allow for Cottage Housing development. These provisions would allow 3 to 16 size-restricted units (maximum 1,200 square feet) clustered around a common green space in single family neighborhoods at a density level twice that of the base density of the zone.
- Worked with Dupre + Scott Apartment Advisors, Inc. to prepare a study on housing affordability in King County jurisdictions. This study is utilized for the King County Comprehensive Plan, the King County Benchmarks Report of progress in meeting the housing needs of the region, and will be utilized for the King County Consortium's Consolidated Plan.
- Prepared the annual update of Countywide Affordable Housing Benchmarks to track the efforts of jurisdictions countywide to create affordable housing.
- Participated in project-related discussions to promote the inclusion of affordable housing in at least 5 potential Transit Oriented Development Projects throughout the County.

#### **Coordinated with other public funders**

King County HCD staff continues to attend meetings with Washington State and the City of Seattle on funding processes and the coordination of project monitoring and site inspections. King County staff participates on the selection committee for applications to the Washington State Housing Trust Fund.

#### **Implemented a Lead-Based Paint Hazards Reduction Strategy**

The King County Housing Repair Program now has Environment Protection Agency (EPA) certified risk assessors on staff. We are performing risk assessments and clearance examinations on all of our affected housing repair projects. King County supported efforts that led to the passage of State Lead Certification and Accreditation legislation in 2003, which will allow the State to apply for HUD Lead-Based Paint Grants. In addition, we are actively involved in the following activities:

- Providing technical assistance to other sections, departments, non-profits and for-profit organizations;
- Coordination of lead-based paint training to build capacity to address lead-based paint safe work.
- Participating in a Washington State task force to create state code and keep informed about lead-based paint activities/strategies throughout the State.

## **4. Public Housing and Resident Initiatives**

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### **King County Housing Authority**

The King County Consortium and the King County Housing Authority (KCHA) continued to strengthen their partnership as they worked together in addressing the County's housing needs in 2003. Building on its past performance as a strong Housing Authority, KCHA's Public Housing Program continues to receive an outstanding score under HUD's Public Housing Assessment System, thereby maintaining its "high performer" status. The Housing Authority's Section 8 Housing Program also continues to receive an excellent score under HUD's Section 8 rating system.

Because of KCHA's longstanding high performance, the Authority has been selected by HUD to become a Moving to Work Housing Authority. This distinction, given to less than the top one-percent of the Housing Authorities nation-wide, allows for flexibility in the development of local program policies that will better meet Housing Authority and community needs. The Moving to Work contract and implementation strategies are being developed in 2004 and beyond.

### Overview

Since its establishment in 1939, the King County Housing Authority has played a key role in providing affordable housing options for the residents of King County, Washington. Through partnerships with local communities and nonprofit organizations, KCHA delivers affordable housing and related supportive services such as education, economic development, and social services to nearly 40,000 residents. The King County Housing Authority's approach in serving families is to put independence and self-sufficiency as a cornerstone of program delivery. This has resulted in financial self-sufficiency within six -years for a majority of our non-disabled, non-elderly families.

KCHA oversees more than 14,000 units of housing, and has added nearly 800 units to the housing stock in 2003. Of these, approximately 6,300 are Section 8 rental assistance vouchers; 3,300 are federally-assisted public housing units for families, the elderly, and people living with disabilities; and over 5,100 are tax credits and/or tax-exempt bond-funded affordable workforce housing units. KCHA also owns three manufactured housing "homeownership" communities and provides 200 units of emergency, transitional, and permanent housing for homeless families and people with special needs. KCHA delivers home repair and weatherization services to private low-income homeowners, mobile home owners, and landlords who rent to income eligible tenants living in King County. The Authority also provides tax-exempt financing to other affordable housing developers.

As an added support to KCHA residents, the Housing Authority works with a network of community partners that provide comprehensive social and supportive services such as healthcare, transportation, child care, youth development and employment and job training.

### Public Housing

KCHA owns and directly manages 3,380 units of public housing. The year 2003 saw the continuation of the Authority's upgrade program with the completion of more than \$5.2 million in capital improvements to rehabilitate or modernize its public housing buildings. The work included fire and life safety improvements, interior renovations, energy efficiency measures, exterior building work, including installation of siding, windows and entry doors, roofing replacements and exterior deck replacements.

In terms of public safety within our public housing communities, KCHA continues to place great emphasis on partnerships with law enforcement agencies. KCHA funds are used to augment community-policing activities within several of its largest family developments in Kent, White Center, Bellevue, Auburn and North King County.

In 2003, the Authority continued to implement changes to policies and procedures mandated by federal legislation including working to update both a Five-Year Agency Plan and supporting the development of an Annual Agency Plan. The Five-Year Plan describes KCHA's mission, as well as the Authority's plans and goals to achieve the mission. The Annual Plan covers nearly all facets of Public Housing and Section 8 programs and outlines operational policies and

procedures, financial resources, and resident service activities. With the implementation of Welfare to Work, the Housing Authority will transition from the Agency Plan requirement to the development of an annual plan and report in support of Moving to Work. In these endeavors, the Housing Authority continues to work with its Resident Advisory Board. The RAB, made up of public housing and Section 8 residents, assists in the review of draft plans and provides comments on proposed policies and procedures.

In 2001 the Housing Authority successfully applied for a HOPE VI redevelopment grant from HUD for Park Lake site I. The HOPE VI grant provides \$35 million in federal funds and will generate an additional \$175 million in matching funds for a long-term redevelopment of Park Lake and the surrounding White Center community. During 2003, the Housing Authority began the extensive planning effort required of this complex project which will provide new public housing, market rate rental housing and affordable home ownership opportunities as well as new and expanded community facilities. A new community school is being constructed as part of the Park Lake community and is scheduled for completion and occupancy in the Fall of 2004. Additional community facilities such as a library and upgrades to the White Center business district are being planned.

### Section 8

The year 2003 saw continued growth for the Housing Authority's Section 8 program. The Housing Authority successfully applied for and received both regular Section 8 vouchers and vouchers to serve special needs populations. The Section 8 housing population neared 6,300 families at year-end.

During 2003, KCHA and other regional Housing Authorities worked with the Gates Sound Families Initiative to help create additional transitional housing for families with children. In addition, the Authority continues to work with other community groups to develop housing and wrap-around services for special needs populations, using project based Section 8 vouchers to support the provision of housing while private, non-profit agencies provide appropriate support services.

### Resident Services

The Resident Services department of KCHA has a staff of ten Support Service Coordinators who work in direct support of residents at twenty-one buildings dedicated to serving senior and disabled populations. Additional staff coordinates a wide variety of contracts and partnerships with public and community based agencies to ensure that support services are provided to residents within all of KCHA's affordable housing programs. These services include job training and job placement services, English as a second language and citizenship classes, childcare, Head Start, youth recreation and prevention activities, health promotion and nutrition programming.

The challenge in 2003 was a further reduction in social services program support at the federal level. This erosion of federal support effects our ability to provide on-site community police stations, after school and evening youth activity programs and other activities aimed at the reduction of crime in our public housing communities. During the year, we worked with our partner agencies and used KCHA reserves to continue funding the most vital programs in support of these activities.

In 2003, KCHA continued its progress toward developing a new Kent Family Center to house the Head Start early childhood education facility, a new Career Development Center and WIC public health facility to be sited at Springwood Apartments in Kent. This building will be operational in early 2004. This initiative represents a partnership of KCHA with three additional community serving, non-profit agencies and funding comes from many sources including the federal, state and King County governments as well as foundations, businesses and the local Kent and Covington communities.

### Housing Preservation

KCHA continued its program of acquiring properties for the purpose of preserving and developing affordable housing opportunities in areas that suffer from a lack of affordable housing and in making acquisitions for the purpose of redeveloping distressed properties to improve the housing stock for lower income households and to help improve neighborhood conditions.

In December, 2002 the Housing Authority acquired the Cones Apartments located on First Avenue South in White Center. This is part of our neighborhood improvement strategy and supports the HOPE VI project at Park Lake. During 2003, KCHA invested over \$3 million in rehabilitation improvements and added on-site family support services operated by New Futures (formerly Project LOOK). The renovation development of the Cones, now called Arbor Heights Apartments, has resulted in 98 units of low and moderate income housing in support of the White Center community.

### Special Needs Housing

Since 1998, KCHA has been highly successful in expanding its inventory of Section 8 assistance dedicated to "special needs" housing. At the end of 2003, more than 1,439 vouchers had been issued. . These vouchers are dedicated to persons with disabilities, awarded through HUD's Allocation, Mainstream and Fair Share Programs. Working in close partnership with King County Housing Finance Program and this regions' behavioral health care and support service systems serving persons with disabilities, KCHA has established a Housing Access and Services Program which provides persons with disabilities expedited access to tenant-based Section 8 assistance including extended case management. KCHA also continues to provide project-based assistance to housing programs whose goal is to offer supportive housing to persons with disabilities.

### Housing Repair and Weatherization Program

KCHA's Home Repair and Weatherization Department works closely with King County's Housing Repair Program to provide energy conservation and housing rehabilitation services to low-income households. In 2003, KCHA invested more than \$4.2 million to preserve affordable housing in King County through its weatherization and low-income home repair program. In addition, KCHA is continuing to work with King County, the City of Seattle, the Annie E. Casey Foundation and utility companies to provide housing rehabilitation services and weatherization to low-income households in the White Center area, the area of King County with the greatest concentration of poverty.

## **Actions Taken to Further Fair Housing**

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### **i. Action: Updating the 1996-99 Analysis of Impediments to Fair Housing Choice (AI) and Fair Housing Action Plan.**

**Impediment this action addresses: All impediments identified in the AI.**

**Progress:** King County continues to implement its Fair Housing Action Plan, responding to the current needs of the community as articulated by our stakeholders, such as providing fair housing technical assistance to agencies and providing referrals for the clients of stakeholders with fair housing issues, while we evaluate the best approach to our AI. Since we are participating in a HUD pilot project to streamline our Consolidated Plan and make it more user friendly for the public, we will also be re-thinking the structure of our AI during the 2004 Consolidated Plan planning process, incorporating key elements of our fair housing action plan into the Consolidated Plan, and creating a new AI. The new AI will have the same breadth of substance but will be presented in a more efficient and streamlined format. We will work with our HOME partners to accomplish this in 2004 and 2005, in coordination with the new Consolidated Plan.

### **ii. Action: Continue and Expand Fair Housing Information, Training and Conferences**

**AI Impediment this action addresses: Discrimination in rental housing is an impediment to fair housing choice in King County.**

**Progress:**

#### **1) Fair Housing Information for Stakeholders and the Public**

##### **a) General Information**

King County HCD staff continues to have a close working relationship with King County's Office of Civil Rights (KCOCR) in providing fair housing information to the public. King County HCD staff respond to calls and e-mails from the public, and from service providers regarding housing and fair housing issues, and provide information and referrals to KCOCR, other fair housing enforcement agencies, and tenant advocacy organizations, as applicable. The King County Housing and Community Development web site contains a link to the KCOCR expanded web site.

##### **b) Predatory Lending Information**

In 2003, King County HCD staff distributed the Seattle-King County Coalition for Responsible Lending (SKCCRL) brochure, entitled "Don't Borrow Trouble", to housing repair program clients and to clients served by our contractors who would benefit from such information. As an active member of the SKCCRL, King County HCD also distributed a predatory lending manual to service providers and the public. King County staff also assisted the SKCCRL in staffing its information table at public events.

c) Fair Housing Update Newsletter

KCOCR continues to participate with the other Puget Sound area fair housing agencies in the production of the *Fair Housing Update*, a newsletter distributed throughout Washington State, which addresses fair housing issues. King County HCD staff, in conjunction with the fair housing agencies, continue to refer interested organizations and housing providers to the *Update* mailing list.

d) Fair Housing Posters

KCOCR continues to distribute fair housing posters to landlords with property in King County. The posters affirmatively state the landlord's commitment to follow fair housing law and notify the residents of fair housing protections. The posters are in different colors; one color for each area of the County that corresponds to the applicable fair housing law/s for the area. Local civil rights enforcement agencies distribute the posters to landlords based upon the enforcement area in which their building is located. The posters are also distributed at fair housing trainings and conferences and at other public and/or community events.

**2) Fair Housing Conference.**

In 2003, KCOCR joined with the other fair housing agencies to mark Fair Housing Month by co-sponsoring the Tacoma Fair Housing Conference in April. Organizations from all over the State are invited to attend the conference every year, and many King County organizations, including HCD program staff and the staff of jurisdictions in the King County Consortium, attend the conference every year.

**3) Fair Housing Trainings.**

a) LIFT Workgroup.

The LIFT Workgroup is a collaborative effort between King County HCD, KCOCR, the Seattle Office for Civil Rights (SOCR), the Seattle Office of Housing, the King County Bar Association and the Northwest Justice Project to bring meaningful and practical fair housing training to affordable housing providers and social service agencies in the region. The LIFT trainings are crafted towards the needs of providers who serve low-income and special needs clients, putting special emphasis on understanding "reasonable accommodations", a complicated and often misunderstood area of fair housing law.

In 2003 King County HCD staff led the LIFT workgroup in holding a series of in-depth fair housing trainings for community organizations and service providers:

- i. The King County Housing Authority Section 8 Staff
- ii. United Way's "Ready to Rent" Program – Two (2) trainings for provider participants who are working with clients and landlords to help households with past rental history problems work towards acquiring and keeping stable permanent housing

b) Predatory Lending Trainings.

In 2003 King County staff worked with the Seattle-King County Coalition for Responsible Lending to produce predatory lending trainings and workshops. 2003 trainings and workshops included:

- i. The 2003 Housing Washington Statewide Conference in Spokane, WA.
- ii. The New American's Homebuyer Fair in King County.
- iii. Various Senior Centers and Community Centers in King County.

**Evaluation of information, training and conference actions:**

1) Fair Housing Information –

While it is difficult to assess the success of information campaigns, we believe that it is vitally important that we continue to provide information to the public in ways that we hope will be effective. King County staff will continue to participate in informational/educational activities and will also be working this next year on the issue of performance measurement for our Consolidated Plan and will consider the issue meaningful measures for our fair housing activities. The SKCCRL has tracked calls received from media campaigns about Predatory Lending and found that there was a fairly small return in phone calls for a major bus advertising campaign in 2003; however, there were calls generated and those callers received valuable information and referrals for further assistance.

2) Conference –

The annual Fair Housing conference is a very effective tool to raise awareness about Fair Housing and bring stakeholders and landlords together to discuss how to further fair housing. King County staff work to increase the number of participants, including cities staff and landlords, that attend this annual conference.

3) Trainings –

Trainings continue to be effective. We received very strong positive feedback from the "Ready to Rent" participants; we have seen fair housing systems implemented at the King County Housing Authority that are indicative of the success of our work and training with them.

**iii. Action: Enforcement - Maintain Financial Support for Existing Fair Housing Enforcement Activities**

**AI identified impediment this action addresses: Discrimination in the rental market and discrimination in the sale and financing of housing.**

**Progress:** King County maintained its local funding support for the Office of Civil Rights to enforce fair housing laws in the unincorporated areas of the County in 2003. KCOCR received and resolved complaints filed under the King County Fair

Housing Ordinance, which is substantially equivalent to the Federal Fair Housing Act. Cases alleging discrimination on bases covered by the Federal Fair Housing Act were dual-filed with HUD and processed under a cooperative agreement with that agency. During 2003, 15 new cases were filed under the King County Fair Housing Ordinance and 12 cases were resolved.

KCOCR worked in partnership with other regional fair housing agencies, private and public, on a variety of projects, including revising and extensively updating its fair housing guide for housing providers, conducting quarterly fair housing seminars, publishing a quarterly newsletter, distributing fair housing posters, and developing sample policies for housing providers, all available on KCOCR's expanded Web site. KCOCR received an award from the National Association of Counties for its housing resources on the Web. Investigative staff conducted 17 training workshops for housing providers, 14 workshops for tenants and homebuyers, provided materials and/or answered questions at 6 housing-related booths, and continued their partnership with LIFT to educate local nonprofit social service agency staff.

In addition to the funding for KCOCR's activities, King County continued to allocate funding to other important fair housing-related efforts, including the Tenant's Union, which runs an information hotline for tenants, and assists tenants in securing help to enforce their legal rights under state and local law.

**Evaluation:** The KCOCR is an essential partner for the King County HCD Program.

**iv. Action: Incorporate Fair Housing Information Into Materials That Reach Landlords and Renters**

**AI identified impediment this action addresses: Discrimination in rental housing.**

**Progress:** The LIFT training forums that King County staff provide with the LIFT partners on an annual basis provide an avenue for the distribution of materials to landlords and service providers who have renter clients. In addition, these trainings encourage landlords to have strong fair housing policies in place, and are having a positive effect on housing providers, as we see more providers developing strong fair housing policies. In 2003, King County staff worked with the KCOCR and our stakeholders to provide materials that reach landlords and renters, as follows:

- KCHA Fair Housing training for staff
- Provided fair housing materials for participating housing providers in the United Way Ready to Rent program
- Some suburban city staff continue to include fair housing information in local guides regarding housing and services.
- Landlords participating in our Rental Rehabilitation programs as well as in our Housing Finance Program continue to have Affirmative Marketing as well as non-discrimination action requirements as a component of the contract process.
- King County's Housing Repair program continues to provide predatory lending information to all housing repair clients. Housing Repair clients can be

vulnerable to predatory lenders because they have equity in their home and have low- to moderate-incomes.

- King County continues to include affirmative marketing clauses in various agreements that secure the creation of Affordable Units including: Master Planned Development (MPD) agreements, School Impact Fee Waivers, Road Mitigation Fee Waivers, and Density Bonus Agreements. These Affordable Units may be rental or ownership depending upon the project and the type of agreement.
- The affirmative marketing program, required through these provisions encourage the sale or rental of affordable units to income eligible households, and require compliance with the federal Fair Housing Act. The developer/owner must market affordable housing units to very low, low and/or moderate-income households (depending upon the type of agreement). In addition, these programs must include: advertising placed in publications accessible to minority, handicapped, and income eligible households in King County; targeted mailings; or other means of attracting purchasers or renters from income eligible households.
- To facilitate the affirmative marketing program, King County staff (in conjunction with affordable housing programs/agencies) has developed, and update, a list of advertising venues that reach these populations. In addition, we have compiled an inventory of agencies that maintain lists of income eligible households and potentially qualified buyers or renters for the affordable units. The developer/builder is asked, under terms of the affordable housing agreement, to provide information to people on those waiting lists in order to facilitate the sale or rental of the affordable units to those persons.

**Evaluation:** This is another area where it is difficult to measure effectiveness, but we will continue to encourage more local jurisdictions to make information available to the public. Affirmative Marketing is an area that we will be looking at in the update to the *Fair Housing Action Plan*. We have some very good procedures in place for affirmative marketing , however we will assess our requirements in the coming year to determine whether we can do better in this area. In addition, we will be evaluating the use of performance measurement tools to measure the effectiveness of affirmative fair housing marketing and compliance with fair housing laws for funded housing projects in the coming year.

#### **v. Action: Provide Technical Assistance to Local Governments and Staff on Fair Housing Issues**

**AI identified impediment this action addresses:** King County jurisdictions sometimes use land practices which discourage or make it difficult to site housing for special needs populations.

**Progress:** The King County HCD Fair Housing Coordinator continues to provide technical assistance on an “as needed” basis to local governments and stakeholders on zoning and land use issues, as well as any others issues relating to the Federal Fair Housing Act and local fair housing laws.

In 2003, HCD staff provided fair housing TA to the following:

- i. Transitional Housing Operating and Rental Assistance (THOR) Program administered by King County staff – THOR contractors were provided TA on operating issues related to fair housing compliance.
- ii. King County Developmental Disabilities Division – HCD staff provided TA to the Division on a number of fair housing issues for individual clients that they serve and for their programs.
- iii. WA State Developmental Disabilities Department - HCD staff provided TA to the State DDD on a number of fair housing issues related to individual clients that they serve and for their programs.

**Evaluation:** It has been very effective to have HCD staff with fair housing expertise work with jurisdictions and other partners and stakeholders on complex fair housing issues. It has also been very effective to have a staff housing developer assisting non-profits with special needs housing projects, and to have the staff developer work with the fair housing coordinator. In these cases we can measure success by the progress of an individual client's reasonable accommodation request, the progress of a special needs housing project and the actions of a city in which a project is attempting to locate.

#### **vi. Action: Development of a Coalition for Responsible Lending**

**AI identified Impediment this action addresses: Discrimination in the sale and financing of ownership housing.**

**Progress:** In 2003 King County HCD staff played a very active role in chairing the Steering Committee of the Seattle King County Coalition for Responsible Lending ("SKCCRL"), and in serving on the Remedies Committee of SKCCRL. Predatory lending practices often lead to the loss of equity in homes and to foreclosures on homes belonging to low- to moderate-income homeowners in our communities. Lenders engaged in these types of practices often target vulnerable protected classes under fair housing laws in a discriminatory pattern. The SKCCRL is committed to putting an end to predatory lending practices in our region and to assisting victims of predatory lending. In 2003, the CRL accomplished the following:

- i. Held a press conference led by the King County Executive and the Mayor of Seattle to make the public aware of predatory lending and to launch the "Don't Borrow Trouble" campaign in the King County region.
- ii. Ran a bus advertising campaign for 4 months on the King County Metro bus line to launch the "Don't Borrow Trouble" campaign.
- iii. Ran the "Don't Borrow Trouble" press conference on local cable TV stations.
- iv. Distributed "Don't Borrow Trouble" literature at community events and first-time homebuyer fairs.
- v. Provided community workshops and trainings about predatory lending.

- vi. Worked with financial institutions towards the creation of an alternative loan product for victims of predatory loans.
- vii. Wrote a HUD Predatory Lending Housing Counseling grant, in conjunction with the WA State Housing Finance Commission; secured \$94,000 statewide for predatory lending counseling.
- viii. Wrote other grants independently and with partners to create more capacity to serve households who may become or have become victims of predatory lenders.

**Evaluation:** The CRL has been very effective at producing and distributing educational materials through our member organizations and at public/community events. The work of the CRL is beginning to raise awareness about predatory lending in the community, and in the State legislature. This work will continue and expand in 2004. We track phone calls we receive about predatory lending – these calls began and have increased since the launch of the “Don’t Borrow Trouble” campaign, as home owners were not aware of the issue previously and did not know where to turn for help.

**vii. Worked with the White Center Community and the King County Housing Authority (KCHA) on the Community Planning Process for the HOPE VI Redevelopment Grant for Park Lake Homes.**

**Impediment this action addresses:** The over-concentration of very low-income renters in the White Center area of unincorporated King County for reasons other than housing choice [This impediment was identified in a 2001 amendment to the AI].

**Progress:** The application for a HOPE VI project to redevelop Park Lake Homes, a distressed public housing complex in White Center, was approved in the Fall of 2001. The community planning process to create a master plan for the project began in 2002 and continued throughout 2003. King County staff participate on the Community Task Force and are working closely with the King County Housing Authority on this major housing project.

**Evaluation:** The Park Lake HOPE VI project will address the impediment created by an over-concentration of low-income renters in an impoverished neighborhood by allowing those renters more housing choice in the County. The King County Housing Authority will create replacement units of housing for extremely low- and very low-income households in the north and east areas of the County in order to more evenly distribute low-income housing throughout the Consortium. The new redevelopment will provide a greater range of housing options in the White Center area and spur economic development there.

**viii. Action: Maintain Current Affordable Housing Activities**

**AI identified impediment this action addresses:** Lack of affordable housing was often cited as a major impediment to housing choice.

**Progress:** The King County Consortium continued to take a multi-faceted approach to increase the supply of affordable housing in 2003. King County staff continued to engage in numerous activities to maintain and increase the affordable housing available in our region, including: allocating local, state and federal resources for affordable housing, promoting legislation to increase affordable housing resources, completing the guidelines and an interlocal agreement for the use of SHB 2060 low-income housing funds in King County, now called the Regional Affordable Housing Program (RAHP), promoting and implementing public-private initiatives for affordable housing, and taking a strong leadership role in applying for federal McKinney homeless assistance funds (See Housing Objectives section).

**Evaluation:** King County staff are very effective at utilizing our public funds to develop housing that serves those with the highest needs in the Consortium. King County staff are also very effective at partnering with other public and private entities to produce both subsidized and unsubsidized affordable housing. Unsubsidized affordable housing for households with more moderate incomes is valuable to the communities we serve as well; moderate-income households often remain in rental housing that could be available to lower income households if they do not have the opportunity to purchase a home within their means.

## **6. Relocation**

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Projects assisted with CDBG funding that involved relocation activities for 2003 are as follows:

King County provided HOF funding to Kirkland Interfaith Transitions in Housing (KITH) for the acquisition and rehab of a four (4) plex for transitional housing in the Kirkland area. King County staff assisted KITH with the relocation and discovered that KITH was applying for project based section 8 triggering URA benefits instead of the Optional Relocation Policy. KITH was then awarded \$35,000 in CDBG funding to assist with the increase in payments for the three (3) tenants that were displaced. Each tenant received \$4000.00 in 2003 and final incidental payments were made in 2003. The total relocation cost for the three (3) tenants came to \$46,680.91.

Downtown Action to Save Housing (DASH) was awarded \$158,354 of CDBG funds and 935,000 in HOME funds for the acquisition and rehabilitation of a 66-unit apartment complex in the city of Kirkland. DASH will be creating 60-units of permanent affordable housing including The development of three special needs units supported by DD funding. DASH hired a consultant to assist with the relocation of tenants. At this time it is anticipated that 12 households could be permanently displaced and eligible for benefits. King County staff will work with DASH in monitoring and auditing all relocation activities and files for compliance under federal regulation requirements.

The City of Burien received \$350,000 in CDBG funding for the purchase of two parcels to develop into a neighborhood park. An alternate site was not available to meet their needs and therefore, one parcel was purchased through condemnation triggering the Uniform Relocation Act (URA) acquisition rules. Both purchases were treated as involuntary sales and King County Relocation staff monitored the process and documentation for compliance with URA regulations.

Eastside Housing Association (EHA) demolished 14 units of transitional housing and 2 staff units for the redevelopment of a 61- unit complex to include 50 units of transitional housing, 8

units of emergency shelter, and 3 units for staff space. EHA also plans to develop a social service office and a child care center on the same site. A One to One replacement notice was issued to the local HUD office as required by Barney Frank. CDBG and HOME funds have been awarded to this project for the redevelopment. The resident manager who occupied one of the staff units received relocation benefits under URA requirements and the replacement housing payment of \$20,454 was distributed towards the down-payment of a home.

## B. Community and Economic Development Accomplishments

### 1. Summary of Community & Economic Development Accomplishments

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The following tables provide information on the non-housing community development accomplishments achieved in 2003. These 2003 accomplishments may be linked to projects that were awarded CDBG funds in 2003 as well as prior years. In 2003, CDBG funds were allocated to 56 non-housing human service programs, 9 community facilities, 2 public improvements, 3 park projects, no accessibility projects, and 2 economic development projects. Some of these projects are still "in the pipeline" and will be completed in the year 2004.

#### Public Services

**Table 9: Number of Persons Served in Public Services, 2003\***

<i><b>Priority Need Category</b></i>	<i><b>Actual Number of Persons Served</b></i>
Senior Services	2,082
Transportation Services for Seniors	1816
Child Care Services	137
Basic Needs – Emergency Assistance	25,101
Distribution of Food products to Food Banks	16,366
Employment Training	100
Health Care Services	1,988
Domestic Violence Services	681
Other (Multi-service activities to youth, seniors and families)	3,333
<b>Total</b>	<b>51,604</b>

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\*Does not include emergency shelter, homeless prevention or other housing services; please refer to Housing Accomplishments, above, for services to homeless.

## Public Improvements

**Table 10: Number of Active Public Improvements Projects, 2003**

<i><b>Priority Need Category</b></i>	<i><b>Actual Number of Projects Assisted</b></i>	<i><b>Actual Number of Projects Completed</b></i>
Water/Sewer Improvements	3	2
Street Improvements	3	0
Sidewalk Improvements	9	3
ADA Accessibility - Infrastructure	2	2
Parks/Recreational Facilities	9	3
<b>Total</b>	<b>26</b>	<b>10</b>

## Community Facilities

**Table 11: Number of Active Community Facility (including acquisition, rehabilitation and new construction) Projects, 2003**

<i><b>Priority Need Category</b></i>	<i><b>Actual Number of Projects Assisted</b></i>	<i><b>Actual Number of Projects Completed</b></i>
Senior Centers	3	1
Handicapped Centers	1	0
Youth Centers	2	0
Neighborhood Centers (Food Banks, Substance Abuse Treatment Facilities, Social Service Centers, etc.)	17	1
		0
Health Facilities	4	0
	0	0
Historic Preservation	1	0
Accessibility – Community Facilities	0	0
<b>Total</b>	<b>28</b>	<b>2 *</b>

\* Construction was completed on eleven projects; beneficiary information is currently being obtained, and will be reported in the 2004 CAPER. Projects are considered “open”.

## Economic Development

**Table 12: Number of Businesses and Persons Assisted in Economic Development Activities, 2003**

<i>Priority Need Category</i>	<i># of Businesses Assisted</i>	<i># of Persons/ Households Assisted</i>	<i># of Jobs Created /Retained</i>	<i># or Jobs Created/Retained</i>	<i>% of Jobs Assisted</i>
Micro-Enterprise	0	37	14	14	100%
Other Business	0	0	0	0	0
Nonprofit Organizations (CBDO)	0	385	NA	NA	385
<b>Total</b>	<b>0</b>	<b>422</b>	<b>14</b>	<b>14</b>	<b>100%</b>

People are assisted through economic development activities by the creation of jobs. The table above illustrates that 37 persons were assisted through Micro-Enterprise activity and 385 were assisted through Special Activities, i.e. employment support services through Community Based Development Organizations (CBDO).

## 2. Summary of Projects/Units Rehabilitated with CDBG Fund

A total of 480 housing units and 2 community facilities that were funded for rehabilitation between 1997 and 2003 were completed in 2003.

**Table 13: Projects/Units Rehabilitated with CDBG Funds Completed in 2003**

<i>Year Funded</i>	<i>Project</i>	<i>Units Completed</i>	<i>CDBG Funds</i>	<i>Other Public</i>
1998	Des Moines Field House	1 Community Facility	\$119,212	\$44,505
2001	Senior Services Facility	1 Community Facility	\$17,563	\$11,864,206
20032 and prior years	Housing Repair	480 units	\$1,664,492	\$292,566
<b>TOTAL</b>		<b>482</b>	<b>\$1,801,267</b>	<b>\$12,201,277</b>

### 3. Summary of CDBG Projects which meet the Nature and Location Benefit

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The following table shows 2003 funded CDBG projects which benefited a limited clientele, at least 51% of whom were low- and moderate-income, as determined by the nature and location of the services offered.

**Table 14. CDBG Projects which meet the Nature/Location Benefit Criteria, 2003**

<i>Project Number.</i>	<i>Project Title</i>	<i>Nature/Location</i>	<i>Funds Awarded</i>
C03015	Food Lifeline Food Distribution Support	This project procures and distributes food and other essentials to food banks that provide food to low- and moderate-income persons.	\$30,000
C03308	Redmond MSCN/EKC Emergency Services	This project provides emergency food to low- and moderate-income persons.	\$40,978
C03502	Shoreline Food Lifeline Food Distribution Support	This project procures and distributes food and other essentials to food banks that provide food to low- and moderate-income persons.	\$5,000
C03552	Shoreline Emergency Feeding Program	This project provides emergency food to low- and moderate-income persons.	\$5,000
C03703	SeaTac Des Moines Area Food Bank	This project provides emergency food to low- and moderate-income persons.	\$23,532
C03707	SeaTac Emergency Feeding Program	This project provides emergency food to low- and moderate-income persons.	\$13,500
C03865	Renton Emergency Feeding Program	This project provides emergency food to low- and moderate-income persons.	\$14,434
C03886	Burien Project Look Program – Child and Family Support	This project provides child and family support services at a low-income housing complex. Families are referred to the housing from the state and other programs that have eligibility requirements which meet the HUD income guidelines for low- and moderate-income.	\$22,616
<b>Total</b>			<b>\$155,060</b>

### 4. Progress Made in Meeting Community Development Objectives and Priorities

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In 2003, federal, state, local and private funds helped the Consortium to address the housing and community development needs of its residents. The Consortium allocated a total of \$5,828,157 of CDBG funds to meet the goals of the CDBG Program. The goals of the CDBG program are to develop viable urban communities by providing a) decent, affordable housing; b) a suitable living environment, and c) expanded economic opportunities for low and moderate - income persons.

During 2003, \$5,191,784 of CDBG funds was used to meet the goal of providing a suitable living environment and \$636,373 of CDBG funds was used to meet the goal of providing expanded opportunities for low- and moderate-income residents. The King County CDBG Consortium has adopted objectives to meet to further the goals of the CDBG Program.

CDBG funds helped the Consortium make progress in each of its broad community development objectives in 2003. Amounts allocated by strategy were as follows:

**Table 15: Non-Housing Community Development Allocations by Objectives, 2003**

<b>Objectives (not in priority order)</b>	
<b>Goal: Suitable Living Environment</b>	<b>CDBG Allocations</b>
#1 – Improve water, sidewalks, and other public infrastructure in low- and moderate-income neighborhoods; improve access to public infrastructure for persons with disabilities by removal of architectural barriers.	\$629,185
#2 – Acquire and/or improve public and non-profit facilities which benefit low- and moderate-income residents or remedy slum/blight conditions; improve access to public facilities for persons with disabilities by removal of architectural barriers.	\$1,153,178
#3 – Enhance quality of life for families and individuals by supporting health and human services which predominantly serve low- and moderate-income residents.	\$1,361,132
#4 – Assess community development needs and ensure compliance with applicable federal regulations.	\$2,048,290
<b>Total</b>	<b>\$5,191,784</b>

**Objective 1: Improve water, sidewalks, and other public infrastructure in low- and moderate-income neighborhoods; improve access to public infrastructure for persons with disabilities by removal of architectural barriers.**

**Proposed Accomplishments:**

Provide technical assistance and contract management to 10 public infrastructure and park facility projects including 5 projects to remove architectural barriers;

Complete two public infrastructure and park facility projects and four projects to remove architectural barriers.

**Actual Accomplishments:**

In 2003, \$629,185 of CDBG was allocated to public improvements. Activities accomplished included:

- Technical assistance and contract management was provided to 26 public infrastructure and park facility projects; two of the projects were to remove architectural barriers.
- 10 public improvement projects, two that addressed barrier removal, were completed in the year 2003. (Another 13 projects were essentially completed, but final paperwork had not been filed by the end of the year.) Another nine projects are still in the development “pipeline” and will be completed in 2004 and future years.

The following are examples of types of project activities under this Objective that were underway in 2003:

Parks – Enumclaw Ellenson Park Development: Funds were used to develop the park by providing a picnic tables play structure and trees.

Sidewalks – ADA Accessibility: KC DOT Military Road Neighborhood Enhancement. Funds are being used for engineering and construction of sidewalks on the south side of Military Road South between S. 116 Street to S. 120<sup>th</sup> Street in unincorporated Boulevard Park allowing for safer pedestrian accessibility.

**Objective #1 Narrative:**

HCD Staff provided technical assistance and contract management to Pass-through City Staff, Agencies and Sub-contractors in implementation of projects funded in 2003 and previous years.

Through the implementation of public improvement projects, communities such as Black Diamond, Enumclaw and Tukwila had new park facilities, and/or improvements. Snoqualmie and Enumclaw also benefited from new sidewalks for safer pedestrian use.

**Objective 2: Acquire and/or improve public and non-profit facilities which benefit low- and moderate-income residents or remedy slum/blight conditions; improve access to public facilities for persons with disabilities by removal of architectural barriers.**

**Proposed Accomplishments:**

Provide technical assistance to 40 public facility projects, including projects to remove architectural barriers; Complete 10 public facility projects and 5 facility projects to remove architectural barriers.

**Actual Accomplishments:**

In 2003, \$1,153,178 of CDBG was allocated to community facilities. Activities accomplished included:

- Technical assistance and contract management provided to 28 community facility projects including none that addressed the removal of architectural barriers.
- Two community facility acquisition or improvement projects were completed in the year 2003. There were no barrier removal projects. (Construction was completed on eight other projects but final paperwork had not been filed by the end of the year.) Another 16 projects are underway and 10 are still in the development “pipeline” and will be completed in 2004 and future years.

The following are examples of types of projects under way in this Objective in 2003

Acquisition - ADWAS Place of Our Own. Funds will be used in for acquisition of property for a facility to provide program services to deaf, deaf/blind, and hard of hearing women of domestic violence.

Rehabilitation/Construction, ADA Accessibility - Hopelink Sno-Valley Facility Rehabilitation. Funds were used to complete exterior rehabilitation and ADA entrance to the building on this facility that provides services to low and moderate income families in Carnation.

**Objective #2 Narrative:**

- Construction of several community facility projects was completed during 2003. Project closeout will be accomplished in 2004 after beneficiary data has been collected documenting the national objective benefit.
- Provided roof replacement, heating, electrical and handicapped accessibility improvements, such as front door entrances, power assisted doors, and ramps, to community facilities to aid in their delivery of social service programs to low and moderate-income clients.
- Renovated programmatic space to provide adult day health care.
- Assisted several housing projects with acquisition and rehabilitation costs. Recipients are of identified special needs population such as developmentally disabled, homeless and chronically mentally ill.

**Objective 3: Enhance quality of life for families and individuals by supporting health and human services which predominantly serve low- and moderate-income residents.**

**Proposed Accomplishments:**

Provide services to 38,000 persons.

**Actual Accomplishments:**

In 2003, \$1,361,132 of CDBG was allocated to public services serving a total of 51,604 persons.

Activities accomplished included:

- Distributed food products to food banks located in the Consortium – served 16,366
- Provided access to emergency food, shelter, clothing, transportation and utility assistance for low- and moderate-income persons – served 25,101
- Provided child care scholarships for low- and moderate-income families – served 137
- Provided employment training and counseling– served 100
- Provided health and dental care to low- and moderate-income persons – served 1,988
- Provided services to victims of domestic violence and their children – served 681
- Provided operational support to senior centers – served 2,082
- Provided transportation services to seniors – served 1,816
- Provided multi-service activities to youth, seniors and families – served 3,333

**Objective #3 Narrative:**

Additional public service activities were provided during the year:

- Provided funding to two Community Based Development Organizations to provide childcare to enable low-income residents of a community to stay employed or participate in job training.
- Implemented 2 contracts that broadened the service delivery area for employment training to residents of unincorporated King County and its small cities.

**Objective 4: Assess community development needs and ensure compliance with applicable federal regulations.**

**Proposed Accomplishments:**

Provide administration of the CDBG Program.

Provide technical assistance to Subrecipients.

**Actual Accomplishments:**

In 2003, \$2,048,289 of CDBG was allocated to planning and administration.

Activities accomplished included:

- Management of the CDBG Program including assessing community needs, preparing annual reports and plans, allocating funds to eligible projects and monitoring contracts for compliance with federal requirements.
- Provided technical assistance to subrecipient agencies and Pass-through Cities.

**Objective #4 Narrative:**

Provided funding for planning studies such as a housing survey and a corridor study of a busy arterial in one of the small communities in King County.

## 5. Progress Made in Meeting Economic Development Objective and Priorities

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In 2003, \$121,310 of CDBG funds was used for expanding economic opportunities for low and moderate-income persons. CDBG funds were used to assist businesses and nonprofit agencies in obtaining Community Development Interim Loans (CDIL), Section 108 loans, and Small Business Enterprise loans.

**Table 16: Economic Development Allocations by Objectives, 2003**

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<b>Objectives</b>	<b>CDBG Allocations</b>
<b>Goal: Expanded Economic Opportunities</b>	
Increase employment opportunities for low- and moderate-income residents and help maintain or increase the viability of our existing industrial and commercial areas.	\$121,310
<b>Total</b>	<b>\$121,310</b>

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**Objective: Increase employment opportunities for low- and moderate-income residents and help maintain or increase the viability of our existing industrial and commercial areas.**

**Proposed Accomplishments:**

Create and/or retain 40 permanent jobs for low- and moderate-income persons.  
 Assist 3small and/or economically disadvantaged businesses, either in obtaining financing for business/job retention and expansion purposes, or to promote revitalization of one or more Consortium partner's commercial areas.

**Actual Accomplishments:**

In 2003, \$121,310 of CDBG was allocated to economic development. Activities included:

King County continued to administer the City of Kent Community Development Interim Loan. The loan allowed the City to acquire 15+ acres in the downtown commercial area for an economic development project. When completed, the development will create a minimum of 258 jobs. The loan was repaid in the fall of 2003. New marketing efforts continued to occur upon the repayment of the loan.

Thirty-seven persons were assisted through Micro-Enterprise activity and 385 were assisted through Special Activities, i.e. employment support services through Community Based Development Organizations (CBDO). Economic Development Staff provided technical assistance to the South County Area Human Services Alliance non-profit agency to consider an application by King County for a Section 108 Loan for the Kent One Stop Human Service Facility.

## **C. Summary of Persons/Households Served by Race**

Over 146,518 persons and 1,346 households were served using federal CDBG, HOME, and ESG funds in 2003. (This section mixes persons and households because HUD regulations require that some projects report race for the entire household, while others require reporting race of each individual served.)

The total reported in the table below includes all persons/households served in the following categories:

- CDBG funds for public services, housing rehabilitation and economic development;
- ESG funds (total individuals sheltered are included here, not just homeless people assisted with transitional or permanent housing); and
- HOME funds (all activities).

The figures have been corrected for duplication, since in several instances a given program received funding from more than one of the above sources.



**Table 17: Households and Individuals Served by Race/Ethnic Group in King County Outside Seattle (CDBG, HOME, and ESG funds), 2003**

	<i>Persons</i>		<i>Households</i>				
<i>Race/Ethnic Group</i>	<i>Total Persons</i>	<i># Hispanic</i>	<i>Total Household</i>	<i># Hispanic</i>	<i>Not Specified</i>	<i>Percent Served (less unknown)</i>	<i>Overall Population of Consortium (2000 Census)</i>
White	108,760	5,505	1,074	4	359	74.2%	78.5%
Black/African American	20,021	14	163	0	179	13.7%	4%
Asian	2,480	2	37	0	0	1.7%	10%
American Indian/Alaskan Native	4,371	17	25	7	61	3%	.08%
Native Hawaiian/Other Pacific Isl.	1,442	3	0	0	0	1%	.05%
American Indian/Alaskan Native & White*	209	3	4	2	0	.1%	Persons of two or more races: 4%
Asian & White*	135	0	0	0	0	.1%	
Black/African American & White*	405	3	2	0	0	.3%	
Am. Indian/Alaskan Native & Black/African American*	319	6	0	0	0	.2%	
Other Multi-Racial*	8,376	798	41	2	0	5.7%	<b>Other Race:3%</b>
<b>Total Persons/Households</b>	<b>146,518</b>	<b>6,351</b>	<b>100%</b>	<b>15</b>	<b>599</b>	<b>100%</b>	<b>100%</b>

\*Race/Ethnic data collected through federal programs is not directly comparable to census data. These groups can only be compared with the census data "Two or More Races" category and "Some Other Race" category.

## **D. Institutional Structure and Intergovernmental Cooperation**

### **Regional Cooperation Ensures Appropriate and Timely Use of Funds**

In 2003, as in previous years, King County provided quality, cost-effective administration of its federal housing and community development funds (CDBG, HOME, and ESG) on behalf of the King County Consortium. The Consortium is a special partnership between the County and 35 suburban cities organized to receive federal housing and community development funds. In this partnership, King County acts as the official grantee on behalf of all the jurisdictions and is responsible for the overall administration of the CDBG, HOME, and ESG programs. The cities of Auburn and Bellevue participate in the HOME consortium only.

The CDBG Consortium includes King County and 34 cities and towns. Each year, the CDBG funds are divided between 15 larger suburban cities (which elect to take a direct “pass-through” of CDBG funds and allocate them according to local discretion, within the broad priorities of the Consolidated Plan), and the County and Small Cities Fund (designed to serve unincorporated County communities and the smaller suburban cities).

Federal regulations limit how much of the CDBG entitlement the Consortium may allocate for public services versus capital projects. Recognizing that some human services are regional in scope, the Consortium chooses to jointly fund homelessness prevention activities. Beyond that, the 16 pass-through cities and the County and Small Cities fund have separate priorities. Each suburban city receiving a “pass through” has developed its own priorities based on local needs.

In the HOME and ESG programs, King County works collaboratively with 34 cities and towns to allocate funds on a regional basis for projects designed to increase the availability of decent, affordable housing and support emergency shelter operations. The Consortium's interjurisdictional Joint Recommendations Committee oversees policy development and project selection.

In addition to its role administering the above entitlement programs, King County increased its role in seeking and administering grant funds available through the McKinney Homeless Assistance Act (Supportive Housing Program, Shelter Plus Care, and Section 8 Moderate Rehabilitation) in 2003.

### **ARCH (A Regional Coalition for Housing) Continues as a Model Intergovernmental Housing Organization**

In 2003, the cities of Bellevue, Bothell, Redmond, Kenmore, Kirkland, Issaquah, Mercer Island, Newcastle, Sammamish, Woodinville, Medina, Clyde Hill, Hunts Point, Yarrow Point, and Beaux Arts Village along with King County, continued to participate in ARCH. ARCH is designed to increase the supply of affordable housing by providing technical assistance for project development and planning assistance to local governments, and by coordinating the allocation of housing capital dollars under local discretion.

Among the 2003 accomplishments, ARCH:

- Coordinated funding commitments to three projects in 2003 totaling \$ 684,379. These projects will provide 68 units of affordable family rental housing, and a reserve fund for potential ADU loans for households creating ADU's for special needs tenants.

- Monitored developments in the Section 8 program.
- Monitor a large number of rental and ownership developments that have received assistance from member jurisdictions to ensure that affordability requirements are maintained.
- Assisted in the lease up of the Greenbrier family rental housing development and the development of affordability agreements for one project in Blakely Ridge.
- Assisted ARCH member cities with various housing-related planning activities (such as the updates to the Bellevue and Redmond comprehensive plan housing elements), needs assessments and pilot program developments (such as the City of Kirkland innovative housing demonstration program). Assisted local staff with neighborhood and citywide task forces addressing housing needs (such as evaluating housing feasibility above a transit center in downtown Kirkland) , assisted cities in negotiating land use incentives to enhance housing affordability (such as completion of the Assignment of Rights and Purchase and Sale agreement for the first two set-aside parcels in Issaquah Highland. One is a rental project and the other is an ownership development with units affordable at 80% of median income), and worked with local public and private development staff to use model projects to analyze the effectiveness of local development regulations.
- Assisted cities in the Completed update of census data and other housing data for member cities to use in their comprehensive plan updates.
- Continued work on several new local initiatives in response to community feedback. One initiative is to determine the feasibility of Accessory Dwelling Units (ADU's) in the residences of 8 homeowners with a relative with special housing needs, and then to work with the homeowners to determine what type of financial model is needed to complete their ADU project. The feasibility work has been completed. ARCH will use this information to determine if an ongoing ADU loan program can be developed and put into place. Another initiative is to establish a down payment assistance loan program for prospective homeowners in East King County. Over a half million dollars are already committed. ARCH is currently working to develop guidelines for the program. When all funding commitments are secured and guidelines put into place, it is expected that the initial capitalization will provide for homeowner education and assist the purchase of up to 40 homes for East King County households.
- Completed the general public outreach section of the ARCH website.
- Participated in various regional planning efforts such as the Committee to End Homelessness, a new countywide planning initiative to better coordinate public and private efforts to address homelessness. ARCH also participated in the annual McKinney funds rating process.
- Continued educational activities, including speaking at luncheon meetings, and various neighborhood and city commission meetings to discuss housing issues and opportunities.
- Initiated efforts to amend legislation related to the 10 year Property Tax Exemption in mixed-use zones.

## Sound Families

In 2003 King County continued to work with the Gates Foundation, three counties and central cities in the Puget Sound region on the Sound Families Initiative. The goal of the initiative is to create 1,500 units of service-enriched housing for families in transition from homelessness.

- The Gates Foundation dedicated \$40 million in challenge funds to this initiative in 2000.
- In addition to the 1,500 units, the goals were to foster cooperation in the region, streamline government processes and promote partnerships among housing providers and service organizations.
- By the end of 2003, commitments had been made for 658 units region-wide and 390 units in Seattle-King County in particular.
- Cooperation with the housing authorities in the region have led to the commitment of Section 8 resources to these units.
- In addition, the initiative has led to innovative ideas in capitalizing housing service funds.

## E. Evaluation of Planned Actions, Program Changes, and Certifications of Consistency with the Consolidated Plan

\*See the Fair Housing Section for evaluation of our Fair Housing Actions

The King County Consortium made significant progress in carrying out the activities as described in the 2003 Action Plan. The King County Consortium's activities and strategies continue to address the priority needs as outlined in the 2000-2003 Consolidated Plan. We are highly successful at utilizing our federal funds, along with state and local funds that we administer, to serve the most needy residents of the Consortium. In addition, we coordinated with other available federal, state, and local resources (as shown in the tables above), allowing for a high degree of leverage for CDBG, HOME, and ESG funds.

## Housing Programs

**Homeless Housing Programs.** The homeless programs met all the goals of the housing objectives for homeless households and those at risk of homelessness. The increase of homeless people in our region and the subsequent increase in activities to address homelessness have increased the workload for this program area. In 2003 the homeless programs became a section of HCD and added staff. This change will allow for better program concentration on homelessness programs and issues in King County. Now that staffing is adequate there can be more attention paid to refining internal invoicing & accounting procedures and monitoring procedures.

Changes in the economy of the Puget Sound area prompted a policy change in the eligibility standard for the Housing Stability Program, the Consortium's homelessness prevention program. The new policy will allow a slightly higher rent to income ratio. In the past households could not be served if their rent was higher than 50% of their income. Due to changes in the economy the program will allow households to be served if their rent is up to 65% of their income, if the household works with a case manager on budget issues .

The Shelter Plus Care Program has been experiencing some delays in getting new clients into the program when there is turnover. Staff and the participating agencies will work this year to try to eliminate delays.

There is concern amongst homeless providers regarding ability to come up with required match dollars for certain homeless fund streams. Staff will be getting more information from agencies to consider avenues to address this problem.

#### Homeless Housing – Monitoring Update

- McKinney Homeless Assistance (Supportive Housing Program and Shelter Plus Care Program)

As part of the McKinney application process, site visits were conducted on all four of the SHP-funded programs whose contracts are directly managed by the County. (other programs apply through the County, but contract directly with HUD). These agencies/programs include: Eastside Domestic Violence Program, Hopelink, Consejo Counseling and Referral, and Vietnam Veterans Leadership Program.

For Shelter Plus Care, King County contracts with Plymouth Housing Group who in turn contracts with the sponsor agencies. Plymouth monitored all of the sponsor agencies in 2003. The County will monitor Plymouth Housing Group in the first quarter of 2004.

- Homeless Assistance Fund (CDBG and ESG Funds)

The County monitored Eastside Domestic Violence Program in 2003.

**Housing Repair Program.** The housing repair program met all the goals for the Consortium's housing objective to preserve the supply of affordable housing for low- to moderate-income households and to provide programs for owners and renters with special needs. This program experiences a continuous flow of applications for assistance.

Due to an increase of CDBG funds available for Housing Repair and a new way of doing business with King County Housing Authority, the amount of financial assistance approved in 2003 increased by 53% over 2002. The increase of funds was temporary and it is anticipated that funding will return to pre-2003 levels in 2004..

**Housing Finance Program ("HFP").** The housing finance section's capital funding program met the goals of the Consortium's housing objectives for the creation and/or preservation of housing units for low-to moderate-income households, including households with special needs and homeless households.

The finance program would like to see more low-income housing developers active in King County outside the City of Seattle. Staff will be working with the Seattle-King County Housing Development Consortium towards this goal. In the past there has only been one HFP funding round per year and the section has been considering whether an additional HFP funding round may bring in more non-profit housing activity. Current staffing makes this a difficult prospect but HFP staff will be exploring this issue.

The downturn in the local economy and the downturn in the local rental market have affected the HFP, requiring larger subsidies to meet the lower incomes of tenants. Larger

subsidies to individual projects serving extremely low-income tenants yields fewer new units created overall.

Timeliness of spending federal funds is an issue for all of the Consortium's programs, and the HFP program is working on the issue in the housing capital funding area. The HFP spending rate can be affected by the requirements of other funders in a project that cause major project delays. In addition, the decline of other funders to participate in a project causes the project to be extended while securing additional fund sources to finish the project. Less funding available from other sources increases project delays in general. HFP would like to work on some efforts to increase timely expenditure, including coordinating efforts with other funders, considering a waiver of the restriction on spending our funds prior to the commitment of other funds, and considering eligible ways to replace non-federal funds with federal funds in projects that are ready to spend.

**Affordable Housing Planning and Development Section.** The AHPD staff are addressing the most critical housing needs articulated in the *Consolidated Plan* through our planning and development technical assistance activities. We are also addressing the range of affordable housing needs in the County for households at a range of incomes above the very low-income level through unsubsidized affordable housing incentive programs and master planned development requirements. By planning and implementing affordable housing programs for the needs of a range of household incomes, we can help alleviate the pressure on the housing market that forces out the lowest income households.

- **Federal Housing Planning.** The federal housing planner in the AHPD section takes the lead on the planning and development work for the Consortium's *Consolidated Housing and Community Development Plan*. In 2003, the AHPD section began the planning process and data collection work for the new *King Consortium 2005-2009 Consolidated Housing and Community Development Plan*.
- **Regional Measures of Housing Progress.** In 2003 and 2004 the AHPD section will work with our program partners and other applicable departments and stakeholders to try to improve our regional measures of progress towards meeting current and future affordable housing needs and will be developing some long term outcomes measures. We will also work with our partners and other departments to evaluate and attempt to overcome barriers to meeting the overall need across the County for a range of affordable housing opportunities.
- **Measures of Improvement in Fair Housing.** In the area of increasing fair housing choice and reducing housing discrimination we will be working to implement program and regional monitoring tools that may be useful in measuring improvement, such as: How many subsidized landlords implemented fair housing policies? How many tenants in a year were able to make a reasonable accommodation request? How were the requests handled and in what time frame? How were tenant applications handled?
- **Infrastructure issues continually emerge as a barrier to the development of affordable housing, both in urban and rural areas.** In urban areas there is concern about adequate infrastructure and funds to improve it, and in rural areas there is often a lack of infrastructure and funds to develop it, prohibiting the construction of any new housing projects. The AHPD staff will begin to work with other program partners, departments and stakeholders to address this significant barrier in the new *Consolidated Plan* process.

## Community Development

HCD, in collaboration with the larger suburban cities in the Consortium, as well as the City of Seattle, City of Bellevue, and City of Auburn, participated in two regional pre-application workshops: one at the Carco Theater in Renton on March 27, 2003, and one at the Kirkland City Hall on April 30, 2003. The workshops were designed for nonprofit agencies interested in applying for CDBG funds for capital projects. Detailed information about CDBG Program requirements was provided.

Information about the workshop was included in a flyer that HCD e-mailed and mailed to 27 nonprofit agencies, local governments, Unincorporated Area Councils and the Snoqualmie Tribe to notify them of the upcoming availability of CSC funds for community facility and public improvement projects.

**Pre-Application Process:** (*NEW this year*), a was initiated wherein potential applicants were asked to submit a one page synopsis concerning their anticipated project application. Information garnered by this effort provided several things:

- Provided preliminary estimates to HCD Staff for recommendations to the interjurisdictional policy body regarding proposed funding levels for activity categories.
- Eligibility determinations – provided HCD the ability to lessen the applicant's grant writing effort, if, in fact, their proposal was not Community Development Block Grant eligible.
- Identified the type of HCD staff technical assistance needed by our community partners.

HCD placed notices in newspapers to inform the public of the amount of funds expected to be available in 2004 and to provide information about how to obtain an application. Notices were placed in newspapers and flyers were mailed to previous interested applicants. HCD also posted a notice on its web site and utilized the contact list generated at the workshops (above).

HCD also conducted two additional workshops (one north, one east) targeted to unincorporated King County areas and smaller jurisdictions and distributed Requests for Proposal for 2004 CSC funds for the following activity categories to all who requested them: 1) Community Facility Projects and 2) Public Improvement Projects.

The Application Packet included information concerning the threshold and evaluation criteria. HCD staff provided individualized technical assistance to applicants who requested it. Applications were due to HCD's office on June 27, 2003. All applicants received a letter acknowledging receipt of their proposal for consideration in the 2004 funding cycle.

Funding recommendations this year include an overriding "specific condition under which funding is awarded" recommendation by staff to help the Consortium address timeliness issues. All capital projects recommended for funding had the following condition: *Project needs to be completed within 17 months of the start of the program year. (e.g., a 2004 project would have until May 31, 2005, regardless if it is under contract Jan 1, 2004 or not). Contract amendments to extend would be allowed only for construction projects that have a SIGNED construction contract as of May 31. In no*

*case would extension be allowed past May 31 of the following year. This timing allows for a second summer construction season provided that the agency has planned ahead. It also allows for funds to be recaptured in time to be reallocated during the summer allocation processes, so a full year isn't lost in the reallocation process.*

## **Environmental Review**

HCD Staff attended a two-day training on the Environmental Regulations held at the local HUD Field Office. Immediate steps were taken to bring the county up to date on newly issued ER forms preferred by the local field office. The HCD Environmental Procedure Manual was updated to incorporate new regulations released in late summer. HCD Staff also provided technical assistance to participating cities Application Workshops in the spring and did preliminary assessments (when requested) early.

To address contract timeliness concerns, HCD expedited the ER process by creating and implementing a preliminary "ER Estimation" form. This form raises potential ER-related delays that might be encountered in order to address them earlier in the process.

## **Community Development Monitoring**

Monitoring: HCD Staff identified specific areas of compliance to review and monitoring was conducted for projects under contract included but were not limited to:

- documenting King County's compliance with requirement for conducting subrecipient monitoring (set for in CDBG Program Regulations). Assure that subrecipient program administration and funded projects are completed in compliance with established regulations and that project activities continue to serve the target population identified in the initial application

### *2003 Accomplishments:*

Community Development staff conducted eight on-site monitoring visits, five cities (Burien, Federal Way, Kirkland, Redmond, Renton) and three agencies (Black Diamond Community Center, Food Lifeline and Hopelink Sno-Valley).

*The following is a list of agencies monitored by several of our participating cities:*

#### **City of Burien**

Catholic Community Services  
New Futures  
Highline YMCA

#### **City of Covington**

YWCA of South King County

#### **City of Federal Way**

Federal Way Senior Center  
Federal Way Norman Center YMCA  
Institute for Family Development

#### **Renton**

Domestic Abuse Women's Network  
Visiting Nurse Services of the NW  
Emergency Feeding Program  
Community Health Centers of King County

#### **City of SeaTac**

Des Moines Area Food Bank  
Emergency Feeding Program  
Institute for Family Development

#### **City of Tukwila (in conjunction with City of Seattle?)**

Senior Services of Seattle King County

- ascertained that CDBG Subrecipients are complying with applicable federal regulations, OMB Circulars and King County ordinances (regulatory requirements) relating to financial management systems, procurement and contracting , property management and disposition, labor standards, record keeping and reporting requirements;

*2003 Accomplishments:*

Washington State Auditors Office Report on Financial Statements and Federal Single Audit

Seven Audit reports were submitted and reviewed by Community Development Staff for the following cities: Des Moines, Federal Way, Kirkland, Redmond, Renton, SeaTac and Tukwila.

- ascertained that CDBG Subrecipients are meeting performance requirements specified in the subrecipient agreement and target populations are being served;

*2003 Accomplishments*

DeskTop Monitoring: Each quarter project and program accomplishments are submitted at the time of reimbursement request. These reports are reviewed to determine whether they are meeting the performance requirements specified in the Subrecipient agreement and target populations served

- technical assistance is provided in a timely fashion to ensure regulatory compliance is understood.

*2003 Accomplishments*

CD Staff conducted and/or participated in four Technical Assistance Application Workshops prior to Request For Proposals being advertised. Project Managers and Acting CD Coordinator throughout the course of the year conducted several one on one consultation.

## **Modifications to the Action Plan**

Modifications to 2003 Action Plan included a few minor changes concerning specific projects, as appropriate. The Plan also was modified to reflect funding increases to project activities due to a larger entitlement amount received than anticipated. Amendments to the 2003 Action Plan and to prior year Action Plans are available upon request.

## **Certifications of Consistency with the Consolidated Plan**

HCD staff review projects located in the King County Consortium for consistency with the *Consolidated Plan* and for consistency with the Consortium's relocation policies, if applicable. King County staff review project applications to local funding entities, WA State funding entities, and federal funding entities: Sound Families, the Washington State Housing Finance Commission Tax Credit and Bond Programs, the Washington State Housing Trust Fund, HUD, the McKinney Continuum of Care Application, HOPWA, and Federal Home Loan Bank. HCD staff provided all project applicants whose projects were consistent with the *2003-2003 Consolidated Housing and Community Development Plan* the required certification of consistency.

## Other Measures of Progress

Because so many factors influence our region's well-being— such as the economy, population growth, income levels, the impacts of welfare reform, and many others— King County also has a “Benchmarks Program” in place to help track the overall state of the County. Through the Benchmarks Program, King County has set long-term goals that are consistent with federal housing and community development goals, including specific goals relating to the provision of affordable housing. The benchmarks measure how well King County is doing as a people, place, and economy, and are used to monitor our progress over time. For more information on the King County Benchmarks Program, please contact Rose Curran, Benchmark Program Manager at (206) 205-0715, or write to her at the King County Budget Department 516 3<sup>rd</sup> Avenue, Room #420, Seattle, WA 98104

## F. Summary of Citizen Comments Received

Throughout the program year, many opportunities were provided for citizens to comment on the Consolidated Plan, its strategies, and the use of federal funds. Naturally, most comments occur in the context of community meetings held when we are establishing or refining policies or priorities that will drive the use of Consortium funds. In 2003 input was gathered through the following:

- **Community Development Planning.** King County and the fifteen Pass-through Cities held public meetings in the spring to inform the public about the availability of CDBG funds, the types of activities that are eligible, and local strategies that will guide the allocation of funds. The County and the Cities held two joint application workshops in March and April to provide technical assistance to potential applicants. In the fall, the fifteen jurisdictions sponsored public hearings on the proposed use of CDBG funds before the respective Councils adopted the projects. The public comments were generally from applicants who asked the Councils to adopt their projects or increase funding for their projects.
- **Homeless Continuum of Care Planning.** Several public meetings were held in connection with developing the 2003 McKinney Continuum of Care application for Seattle-King County, and a community-based Steering Committee guided the process.
- **Web Site Availability.** King County Housing and Community Development offers web site access to its federal HUD grant plans and performance reporting documents at [www.metrokc.gov/dchs/csd/housing](http://www.metrokc.gov/dchs/csd/housing). Public comments are received and responded to as well as incorporated into the Citizen participation portion of a report. Comments for the CAPER report are directed to: Kathy Tremper at [kathy.tremper@metrokc.gov](mailto:kathy.tremper@metrokc.gov). All comments receive a response from a member of HCD Staff.

**Public Input on Annual Performance Report.** Public comment was invited in the preparation and review of this 2003 *Consolidated Annual Performance Evaluation Report* and the Consortium sponsored a public meeting held March 19, 2003 to gather public comments on the CAPER





## Financial Summary Information for CDBG

### Attachment to HUD Form 4949.3 of 2003 CAPER

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A. Program Income Received

Revolving Small Business Loans Interest	\$47,989
Float Loan Principal	9,000,000
Float Loan Interest	163,726
Housing Repair Loan Repayments	1,359,799
Other Repayments	<u>9,827</u>
	<b>\$10,581,341</b>

Other Receivables	\$0
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## Attachment B

### King County HOME Consortium

#### Summary of Activities

##### A. Consolidated Housing and Community Development Plan (H&CD Plan):

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###### Overall

During 2003, the King County HOME Consortium had an entitlement grant of \$4,593,515 million. Eighty percent (80%) was available to the Housing Finance Program for housing development projects; eleven percent (11%) was available to the Homeowner Rehabilitation Program and nine percent (9%) covered administrative costs.

###### Housing Development

\$3,678,527 was available to the Housing Finance Program for housing development projects consistent with the needs and objectives identified within the H&CD Plan. Of this total, \$3,149,562 has been allocated to new housing development projects which will *"preserve and expand the supply of affordable housing for low- and moderate-income households"*. If all of the HOME-assisted projects are completed successfully, 326 housing units will be produced including 233 permanent housing units and 93 transitional housing units. A balance of \$528,965 or 10% of the HOME funds available constitutes a reserve for unanticipated amendments to HOME-assisted projects during the year.

Projects awarded 2003 funds included those serving families, seniors, and individuals with special needs. Two funded projects include acquisition and rehabilitation of existing housing. A 65-unit apartment complex called Plum Court that will provide permanent family housing. Three units will be set aside for disabled households. The Chalet Apartments will be acquired and rehabilitated to provide permanent family housing for 18 low and very low-income households. Four of the units will serve as transitional housing for homeless families and fourteen will be permanent rental units. A senior housing development by the Multi-Service Center called Radcliffe Place received an additional award for its new construction project in the city of Kent. The revised project will now provide a total of 135 units of housing affordable to seniors at or below 50% of the median income. Eighty-one (81) units will be permanent housing and 54 units will be service-enriched housing.

A portion of these housing development funds have been awarded to two projects which meet our Consolidated Plan objective *"to provide appropriate housing programs for renters and owners with special needs"*. Two projects, which will create permanent affordable housing for developmentally disabled adults, were awarded a total of \$716,224 in HOME funds. These two projects being implemented by Parkview Services and Inland Empire Residential Resources will create a total of 33 beds for individuals with special housing needs. A third project being

implemented by the Compass Center received \$312,440 in HOME funds and will provide 25 SROs of transitional housing for homeless veterans.

### **Housing Rehabilitation**

King County re-introduced the Rental Rehabilitation Program in 2003. Essentially the “old” Rental Rehabilitation and the Urgent Non-Profit Repair Programs in Housing Repair were consolidated into one so as to serve a larger population. This new program is designed to help preserve the existing stock of affordable rental housing and to keep it in a safe, decent and sanitary condition. Non-profit and for-profit organizations are eligible to apply for these funds. Assistance is available in the form of a zero-interest, deferred loan up to \$30,000 per unit for non-profits and for-profits are limited to \$14,999 per unit. Borrower agrees to rent out units to tenants at or below 50% of median income and rents cannot exceed the HOME 50% rent program limits.

The following rehabilitation priorities were established for the use of these funds:

1. Housing which has an existing King County, State or City investment and is under a current long-term use restriction with a lien or other security;
2. Any non-profit or King County Housing Authority –owned housing with an emergency repair need regardless of whether there is an existing King County, State or City investment in the housing;
3. Any housing owned by a nonprofit or for-profit organization with a rehabilitation need.

During 2003 the Rental Rehabilitation Program assisted in the creation of 5 units in North King County for a total amount of \$51,603.

Five hundred thousand dollars (\$500,000) of the 2003 available HOME funds was used for single family housing rehabilitation. The rehabilitation of owner-occupied homes is a continuing effort to preserve the existing affordable housing stock and keep people in their homes. During the year 2003, the housing repair program completed 35 owner-occupied single family residences expending \$407,583.82. Also another \$309,777 is committed to 24 applicants where construction is underway but not completed as of 12/31/03. Other activities included marketing the programs, servicing the existing loan portfolio, and regional participation in housing rehabilitation issues.

Within the owner-occupied rehabilitation program the County entered into an agreement with the King County Housing Authority to perform some of the program functions beginning in January of 2003. As a result, 53% more federal funds were committed in 2003 than the previous year.

### **Planning and Administration**

\$414,988 or 9% of the total HOME funds available in 2003 were used to cover administration. Annual reports were collected and reviewed for 32 HOME-assisted projects, covering approximately 729 HOME-assisted units. These projects cover transitional and permanent rental housing serving low and very-low income families and individuals. (See also Section G. Monitoring & Inspections of HOME projects)

Overall, HOME funds continue to be targeted primarily to rental projects toward very low-income families and individuals whose income falls below 50% of median income. Priority for housing development funds in 2003 was to create permanent rental housing serving low (50% of median income) and very low (30% of median income) income households. In parts of King County where market rates are equivalent to 50% of median such as South King County, HOME funds help create affordable units serving households well below this level.

In 2003, HOME funds constituted 33% of the total federal funds available for housing and community development activities (including recaptured funds and program income) administered by the County and 3% of the County's total resources dedicated to housing activities.

HOME development funds are targeted to affordable permanent rental housing or the promotion of homeownership opportunities for households below 80% of median income. Local county Housing Opportunity Funds serve as match for HOME projects and are targeted to families or individuals at the lowest income level and those with special housing needs. King County's Community Development Block Grant (CDBG) funds compliment the HOME Program by funding rental housing for persons with special needs as well as homeowner rehabilitation activities, serving households up to 80% of median income.

Homeownership opportunities are created with HOME funds via a purchase assistance program administered by HomeSight, a local nonprofit which identifies eligible first-time homebuyers, provides education and counseling on the home purchase process and originates and services 2<sup>nd</sup> mortgage loans. In 2003, of the fifteen households who became first-time homebuyers under HomeSight's First Home Program, five households received HOME funds.

## **B. Private Sector Participation:**

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Total requests for housing development funds continues to exceed the amount of funds available, as individual project costs increase. As a result, King County's HOME programs rely on the participation of the private sector to leverage resources to successfully implement housing projects. This includes, private lenders, tax credit or tax exempt bond investors, and private foundations. The need to assemble a wide variety of public and private funds often results in lengthy development timelines even though our nonprofit housing sponsors are well prepared to meet the complex and diverse requirements of each funding source.

The nonprofit housing development projects also leverage other public sector funds, primarily State Housing Trust Funds and Consortium city CDBG or local funds. In addition, our nonprofit sponsors partner with private development consultants, construction contractors and realtors. While our housing finance staff enlist the assistance of private sector experts in real estate and finance to assist with the review of development proposals as members of an external Advisory Committee.

The County's homeowner program also leverages private sector financing. Within the homeowner housing repair program, property owners are offered a matching loan if their repair needs are larger than the County can fund. The applicant pays half the cost of rehabilitation using a private loan and the other half is borrowed from King County as a zero interest deferred payment loan. The maximum loan from the County is \$20,000.

### **C. Community Housing Development Organizations (CHDOs)**

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King County continues to be diligent in its efforts to support the organizations that meet the CHDO criteria under HOME. These efforts continue throughout our program year with outreach and contacts with organizations such as Common Ground, that provide technical assistance to organizations interested in becoming CHDOs. King County staff informs nonprofit organizations about the advantages provided under the HOME program for CHDOs and have outlined in the HCD Plan the criteria that must be met in order for an organization to receive the CHDO designation. The Consortium's housing development policies have been revised to allow CHDOs that have received "capacity building" funds for operating support to submit an additional request where they demonstrate how an additional award will increase their ability to produce and manage affordable housing.

Most of the CHDO organizations in King County are small community organizations which own and manage one or two projects and do not anticipate growing much larger unless service dollars are available to the populations they house. The larger community action organizations do take on larger projects but can only handle so many at a time. These larger organizations are beginning to rely on property management firms to manage and to file the annual reports required by funders.

The MultiService Center's Radcliffe Place project utilized the CHDO funds. This project has received a total HOME commitment of \$1,250,000 for the construction of 135 senior housing units including 81 permanent affordable housing units and 54 service-enriched housing units in the city of Kent. This new construction project will create affordable housing for seniors – 19 units for households whose income does not exceed 30% of the King County median, 70 units for households whose income does not exceed 50% of the King County median and 45 units for households whose income falls between 51-60% of the King County median.

King County will continue to focus its efforts towards strengthening the capacity of existing CHDOs instead of trying to develop new CHDOs, under the Consortium's policy to provide "capacity building" operating support. Currently, the County Consortium has eight organizations designated as CHDOs.

### **D. Affirmative Marketing:**

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King County has policies and procedures for affirmative marketing of vacant units in projects of five or more units, per 24 CFR 92.351.

King County informs the general public with a description of affirmative marketing requirements when advertising its program in legal notices and advertisements in general media throughout the County. The requirements are also set out in press releases given to general media and community newspapers throughout the County.

Owners desiring to participate in the HOME program are informed of affirmative marketing requirements in the first interview. Potential tenants are informed of the requirements when given "Notice of Right to Continue in Occupancy."

In addition, the Equal Housing Opportunity logo in all material distributed about the program.

Owners are required to display the Equal Housing Opportunity logo during rehab work, list vacancies with the King County Housing Authority, advertise vacancies through community and minority newspapers, and/or list vacancies with minority community outreach programs and housing counseling agencies.

Recordkeeping required of owners includes keeping rejected applications of potential tenants, copies of advertising of vacant units, and copies of letters listing vacant units with minority outreach groups. Sufficient records must be kept to comply with 24 CFR 508.

#### **E. Minority Outreach:**

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King County has a minority outreach effort for the HOME program aimed at bringing minority- and women-owned businesses (M/WB) into participating as contractors or suppliers for renovation and construction projects. The County encourages the following practices to promote open competitive opportunities for small businesses including M/WBEs:

1. Scheduling a pre-bid or pre-solicitation conference to provide project information and to inform M/WBEs and other firms of contracting and subcontracting opportunities.
2. Placing all qualified small businesses attempting to do business in the County, including M/WBEs, on solicitation lists, and providing written notice of subcontracting opportunities to M/WBEs and all other small businesses capable of performing the work, including without limitation all businesses on any list provided by the County, in sufficient time to allow such businesses to respond to the written solicitations.
3. Breaking down total requirements into smaller tasks or quantities, where economically feasible, in order to permit maximum participation by small businesses including M/WBEs.
4. Establishing delivery schedules, where the requirements of this contract permit, that encourages participation by small businesses, including M/WBEs.
5. Providing small businesses including M/WBEs that express interest with adequate and timely information about plans, specifications, and requirements of the contract.
6. Utilizing the services of available community organizations, contractor groups, local assistance offices, the County, and other organizations that provide assistance in the recruitment and placement of small businesses including M/WBEs.

## **F. Tenant Assistance/Relocation:**

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1. King County prioritizes those projects that don't cause the displacement of existing tenants. All recipients are made aware of the impact (both financial and staffing) that federally-required relocation procedures and payments may have. King County will only consider funding HOME projects with potential relocation if the project meets a critical housing need that outweighs the negative impact of residential and business displacement.
2. The King County Relocation Specialist monitors each HOME-assisted project to insure the timely issuance of required notices and project compliance.
3. During 2003, King County staff facilitated the relocation of one household displaced by the MultiService Center (MSC). MSC was awarded \$1,250,000 in HOME funds for the development of a 135 unit senior housing project located in the city of Kent (of which 81 units will be permanent affordable housing). The permanent displacement of a rental tenant living in a mobile home on one of two sites was required. All relocation efforts will be completed in 2004 based on the needs of the tenant.

King County Staff worked with King County Housing Authority (KCHA) staff to relocate tenants at the Cones Apartment complex. KCHA was awarded \$775,000 in HOME funds for the acquisition and rehabilitation of the 98- unit complex in the White Center area of King County. Permanent displacement was minimized to 14 households totaling \$87,792 in benefits. No HOME funds are being used to pay for relocation activities.

Downtown Action to Save Housing (DASH) was awarded \$935,000 in HOME funds to acquire and rehabilitate a 65-unit apartment complex in the city of Kirkland. DASH will be creating 60-units of permanent affordable housing including the development of three special needs units. DASH has hired a consultant to assist in the relocation of tenants. At this time it is anticipated that 12 households could be permanently displaced and eligible for benefits. King County staff will work with DASH in monitoring and auditing all relocation activities and files for compliance.

Eastside Housing Association (EHA) demolished 14 units of transitional housing and 2 staff units for the redevelopment of a 60- unit complex to include 52 units of transitional housing and 8 units of emergency shelter. In addition, EHA plans to develop a social service office and a child care center on the same site. A 1 to 1 replacement notice was issued to the local HUD office as required by Barney Frank. HOME funds have been awarded to this project for the redevelopment. The resident manager who occupied one of the staff units received relocation benefits. Replacement Housing payments of \$20,454 were distributed towards the downpayment of a home.

4. The steps taken to coordinate the provision of housing assistance and the delivery of special services to those occupants displaced include:
  - a. Identify any special needs during the interview process.

- b. Keeping the occupant informed of project progress.
- c. Identify comparable housing.
- d. Taking the displaced person to inspect the comparable housing.
- e. Completing claim forms.
- f. Coordinating the move.
- g. Assisting the occupants in any way possible.

Those tenants not displaced are kept informed of project process. If special needs are identified during the interview process the occupants are referred to other appropriate agencies.

## **G. Monitoring & Inspections of HOME projects**

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A joint inspection tool, based on the HUD Real Estate Assessment Center (REAC) Physical Assessment Sub-system was developed by the public funders and visits to properties are currently coordinated between funders to minimize the burden of “multiple visits” to the same property over the course of a year. Schedules between public funders are coordinated for jointly funded projects.

On-site inspections for King County HOME funded projects:

- 117 HOME-assisted units were inspected during 2003
- 62 units passed initial inspection
- 55 units had a wide range of documented discrepancies per the Uniform Physical Conditions Standards used. Blocked egress, insufficient clearance of baseboard heaters, and improperly disposed garbage refuse were the most common health and safety discrepancies noted requiring 24-hour remedy.
- 12 of the 55 units warranted post-abatement inspections of which all twelve units passed.

In addition, the joint monitoring effort has led to the use of a combined annual report form, which meets the data needs of the state and local public funders. Owners of publicly funded affordable housing submit this report. In addition to demographic and compliance information on tenant occupants of the housing, the report also collects critical year-end operating and reserve information to help property owners and founders identify potential issues in advance of problems. The data allows staff to provide technical assistance to property owners in a timely manner.

HCD is developing a consolidated database that will allow us to respond the internal and external requests for information on our federally funded activities, including those housing activities that receive HOME funds. This new database, anticipated for development in 2004, is also expected to help us to better track and monitor our long term affordability commitments with housing sponsors and to provide more timely technical assistance as we discover operational problems.

